

2,000+ ESSENTIAL ENGLISH VERBS

ANY LEVEL

FOR SPEAKERS OF
ANY LANGUAGE

**MASTER VERBS and
SPEAK FLUENTLY!**

- Complete and Clear Conjugations of All Tenses
- Idiomatic Expressions
- Verb Lessons and Practice Exercises

2,000+ **ESSENTIAL** **ENGLISH** **VERBS**

WRITTEN BY
Louise Stracke

EDITED BY
Suzanne McQuade

LIVING LANGUAGE® 

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2,000+ Essential English Verbs

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INTRODUCTION

Welcome to *2,000+ Essential English Verbs: The Easiest Way to Master Verbs and Speak Fluently*. Whether you are more-or-less fluent in English, have already mastered the basics of English grammar and usage, or are just embarking on a learning adventure in English, *2,000+ Essential English Verbs* is the right book for you. It is an essential reference manual about English verbs, developed by native speakers and experts in teaching English as a second language. Keep this simple and practical guide on your desk, and consult it whenever you're not sure about a form of an English verb or are wondering about when and how to use an English tense! With repeated use, you'll quickly acquire a complete knowledge of English verbs—their forms, tenses, and current, everyday usage in conversation.

2,000+ Essential English Verbs consists of an elaborate reference section, followed by a large practice section. The reference part of the book, *About English Verbs*, contains an alphabetical index of more than 2,000 English verbs, listed with their past tense and participle; a pronunciation guide; and alphabetically ordered conjugation charts of 125 English verbs. The second part of the book, *English Verbs in Action*, lays out the nitty-gritty details of formation and usage for all major English tenses, using numerous examples. And so you can put your knowledge to use (and to the test!) right away, we've also included 80 exercises for practice.

The appendices offer more useful information on English verbs: lists of verbs followed by the gerund, verbs followed by the infinitive, and even adjectives followed by verbs in the infinitive.

This versatile book can be used in many different ways. For example: Look up an English verb you have a question about in the Index. Right away you will see its past tense and participle, and then you can go to the Verb Chart indicated in the Index to find the full conjugation of the verb itself (all verbs in the Index that are fully conjugated in the Verb Charts are in bold-face) or its model. In addition to the conjugations in each verb chart, you'll also find examples of usage, important forms of usage, phrasal verbs, idioms, and related words. If you're wondering about how the pronunciation of a verb alters in its various tenses, refer to the guide to pronunciation. Or go to a section in the English Verbs in Action part of the book if you'd like to concentrate further on a particular tense, and get more examples of English verb usage. Complete the exercises that follow the explanations and examples to reinforce what you've learned.

Remember that whichever way you decide to proceed, your fluency in and understanding of English will grow with each use! Have fun!

Part I

ALL ABOUT ENGLISH VERBS

Pronunciation Guide

The following rules should serve as guidelines for the pronunciation of verb endings in the third person singular and past tense.

Third Person Singular

1. Voiced consonants + *s* = "z" sound; voiceless consonants + *s* = "s" sound
blogs, bobs, lives
walks, sleeps, laughs
2. A pronounced *-es* is always "iz"
releases, pleases, watches, judges, washes, massages
3. Vowel sounds are always followed by "z" sound
plays, rows, flies

Past Tense

1. Voiced consonants + *ed* = "d" sound; voiceless consonants + *ed* = "t" sound
sneezed, blogged, bobbed, lived
released, walked, slept, laughed
2. After *t* and *d*, full syllable pronounced as "id"
dedicated, constructed, dated
raided, resided, downloaded
3. Vowel sounds are always followed by "d" sound
laid, stayed, gnawed

Guide to Chart Numbers

- 1** verbs in which *-ed* is added, no vowel change (example: *act*)
- 7** *i* to *a* to *u* vowel change (example: *begin*)
- 13** final *d* changes to *t* in past tense (example: *build*)
- 15** “eye” to “awe” sound shift (example: *buy*)
- 17** verbs ending in *y* that change to *-ie* before adding *-d* or *-s* (example: *carry*)
- 21** verbs that end in an *-e* and add only *-d* in past tense (example: *close*)
- 23** verbs ending in *-ss*, *-x*, *-ch*, etc., that add an *-es* in third person present (example: *cross*)
- 25** no change (example: *cut*)
- 27** *-ive* to *-ove* to *-ived* (example: *dive*)
- 30** *-isel-ive* to *-osel-ove* to *-isen/-iven* (example: *drive*)
- 31** verbs in which the last consonant is doubled before adding *-ed* or *-ing* (example: *drop*)
- 37** long vowel + *l/m/n/p* to short vowel shift + *lt/mt/nt/pt* (example: *feel*)
- 40** *-ind* to *-ound* (example: *find*)
- 43** *-id* to *-ade* to *-idden* (example: *forbid*)
- 63** long vowel to short vowel shift, no consonant change (example: *lead*)
- 66** *-ie* to *-ay* to *-aid* (example: *lie*)
- 74** *-ic* changes to *-ick* before adding *-ed* or *-ing* (example: *panic*)
- 78** verbs ending in *y* that don’t change to *-ie* and add *-ed* (example: *play*)
- 81** consonant doubled and *-es* added in third person singular (example: *quiz*)
- 89** *-end* to *-ent* (example: *send*)
- 91** *-ake* to *-ook* to *-aken* (example: *shake*)
- 98** *-eak* to *-oke* to *-oken* (example: *speak*)
- 99** no vowel change, consonant ending alternate *ll* to *lt* in past tense and participle (example: *spell*)
- 101** *i* to *u* vowel shift (example: *spin*)
- 110** *-each* to *-aught*, *-eek* to *-ought* (example: *teach*)
- 116** *-ead* to *-od* to *-odden* (example: *tread*)
- 125** *-idel/-ite* to *-odel/-ote* to *-idden/-itten* (example: *write*)

INDEX OF 2,000+

ESSENTIAL ENGLISH VERBS

A

CHART NUMBER

abandon (abandoned, abandoned)	1
abduct (abducted, abducted)	1
abhor (abhorred, abhorred)	31
abide (abided, abided)	21
abort (aborted, aborted)	1
abscond (absconded, absconded)	1
abstain (abstained, abstained)	1
accelerate (accelerated, accelerated) . . .	21
accept (accepted, accepted)	1
accompany (accompanied, accompanied)	17
accumulate (accumulated, accumulated)	21
accuse (accused, accused)	21
ache (ached, ached)	21
achieve (achieved, achieved)	21
acquaint (acquainted, acquainted)	1
acquire (acquired, acquired)	21
acquit (acquitted, acquitted)	31
act (acted, acted)	1
adapt (adapted, adapted)	1
add (added, added)	1
addict (addicted, addicted)	1
address (addressed, addressed)	1
administer (administered, administered)	1
admire (admired, admired)	21
admit (admitted, admitted)	31
adopt (adopted, adopted)	1
advance (advanced, advanced)	21
advise (advised, advised)	21
affect (affected, affected)	1
affiliate (affiliated, affiliated)	21
age (aged, aged)	21
aggravate (aggravated, aggravated) . . .	21
agonize (agonized, agonized)	21
agree (agreed, agreed)	21
air (aired, aired)	1
alienate (alienated, alienated)	21
allege (alleged, alleged)	21
allot (allotted, allotted)	31
allow (allowed, allowed)	1
alphabetize (alphabetized, alphabetized)	21

CHART NUMBER

alternate (alternated, alternated)	21
amass (amassed, amassed)	1
ambush (ambushed, ambushed)	1
amend (amended, amended)	1
Americanize (Americanized, Americanized)	21
amount (amounted, amounted)	1
amputate (amputated, amputated)	21
analyze (analyzed, analyzed)	21
anchor (anchored, anchored)	1
anesthetize (anesthetized, anesthetized)	21
angle (angled, angled)	1
annex (annexed, annexed)	1
annoy (annoyed, annoyed)	78
answer (answered, answered)	1
antagonize (antagonized, antagonized)	21
appeal (appealed, appealed)	1
appear (appeared, appeared)	1
applaud (applauded, applauded)	1
apply (applied, applied)	17
appoint (appointed, appointed)	1
appreciate (appreciated, appreciated)	21
approach (approached, approached) . . .	23
approve (approved, approved)	21
approximate (approximated, approximated)	21
arbitrate (arbitrated, arbitrated)	21
arch (arched, arched)	1
archive (archived, archived)	21
argue (argued, argued)	21
arise (arose, arisen)	30
arouse (aroused, aroused)	21
arrange (arranged, arranged)	21
arrest (arrested, arrested)	1
articulate (articulated, articulated)	21
ascend (ascended, ascended)	1
ascertain (ascertained, ascertained)	1
ask (asked, asked)	2
aspire (aspired, aspired)	21
assault (assaulted, assaulted)	1
assess (assessed, assessed)	23

CHART
NUMBER

assign (assigned, assigned)	1
assimilate (assimilated, assimilated)	21
associate (associated, associated)	21
assume (assumed, assumed)	21
atrophy (atrophied, atrophied)	17
attach (attached, attached)	23
attack (attacked, attacked)	1
attempt (attempted, attempted)	1
attend (attended, attended)	1
attract (attracted, attracted)	1
attribute (attributed, attributed)	21
audit (audited, audited)	1
audition (auditioned, auditioned)	1
augment (augmented, augmented)	1
automate (automated, automated)	21
avenge (avenged, avenged)	21
avert (averted, averted)	1
avoid (avoided, avoided)	1
award (awarded, awarded)	1
awe (awed, awed)	21
axe (axed, axed)	21

B

babbie (babbled, babbled)	21
back (backed, backed)	3
bail (bailed, bailed)	1
balance (balanced, balanced)	21
balk (balked, balked)	1
bang (banged, banged)	1
bargain (bargained, bargained)	1
bark (barked, barked)	1
barter (bartered, bartered)	1
base (based, based)	21
bat (batted, batted)	1
bathe (bathed, bathed)	21
battle (battled, battled)	21
be (was/were, been)	4
bear (bore, borne/born)	5
beat (beat, beaten/beat)	6
beautify (beautified, beautified)	17
become (became, become)	22
beg (begged, begged)	31

CHART
NUMBER

begin (began, begun)	7
behave (behaved, behaved)	21
belch (belched, belched)	23
believe (believed, believed)	21
belong (belonged, belonged)	1
bend (bent, bent)	89
benefit (benefited, benefited)	1
best (bested, bested)	1
bet (bet, bet)	25
betray (betrayed, betrayed)	78
bid (bid, bid)	25
bid (bade/bid, bidden/bid/bade)	43
bide (bode/bided, bided)	21
bill (billed, billed)	1
bind (bound, bound)	40
binge (binged, binged)	21
bite (bit, bitten/bit*)	8
blab (blabbed, blabbed)	31
blacklist (blacklisted, blacklisted)	1
blade (bladed, bladed)	21
blame (blamed, blamed)	21
blaze (blazed, blazed)	21
bleed (bled, bled)	63
blend (blended/blent*, blended/ blent*)	1/89
blink (blinked, blinked)	1
block (blocked, blocked)	1
blog (blogged, blogged)	31
blot (blotted, blotted)	31
blow (blew, blown)	9
blush (blushed, blushed)	23
boast (boasted, boasted)	1
bogart (bogarted, bogarted)	1
boil (boiled, boiled)	1
bombard (bombarde, bombarde)	1
book (booked, booked)	1
bookmark (bookmarked, bookmarked)	21
boot (booted, booted)	1
bootleg (bootlegged, bootlegged)	31
borrow (borrowed, borrowed)	1
boss (bossed, bossed)	23
bother (bothered, bothered)	1

Forms marked by an asterisk () are typically more British in usage.

	CHART NUMBER
bow (bowed, bowed)	1
box (boxed, boxed)	23
brag (bragged, bragged)	31
brainstorm (brainstormed, brainstormed)	1
branch (branched, branched)	23
brave (braved, braved)	21
break (broke, broken)	10
breathe (breathed, breathed)	21
breed (bred, bred)	63
brew (brewed, brewed)	1
bring (brought, brought)	11
broadcast (broadcast, broadcast)	25
browse (browsed, browsed)	21
bruise (bruised, bruised)	21
brush (brushed, brushed)	12
bubble (bubbled, bubbled)	21
budge (budged, budged)	21
build (built, built)	13
bully (bullied, bullied)	17
bump (bumped, bumped)	1
bungle (bungled, bungled)	21
burgle (burgled, burgled)	21
burn (burned/burnt, burned/burnt)	14
burst (burst, burst)	25
bury (buried, buried)	17
busy (busied, busied)	17
butcher (butchered, butchered)	1
button (buttoned, buttoned)	1
buy (bought, bought)	15

C

cage (caged, caged)	21
calculate (calculated, calculated)	21
calibrate (calibrated, calibrated)	21
call (called, called)	16
calm (calmed, calmed)	1
camp (camped, camped)	1
can (canned, canned)	31
cancel (canceled/cancelled*, canceled/ cancelled*)	1/31
cap (capped, capped)	31
captain (captained, captained)	1

	CHART NUMBER
captivate (captivated, captivated)	21
capture (captured, captured)	21
card (carded, carded)	1
care (cared, cared)	21
careen (careened, careened)	1
carry (carried, carried)	17
cart (carted, carted)	1
carve (carved, carved)	21
cast (cast, cast)	25
catch (caught, caught)	18
cater (catered, catered)	1
caulk (caulked, caulked)	1
cause (caused, caused)	21
cease (ceased, ceased)	21
celebrate (celebrated, celebrated)	21
censor (censored, censored)	1
certify (certified, certified)	17
challenge (challenged, challenged)	21
champion (championed, championed)	1
change (changed, changed)	21
channel (channeled/channelled*, channeled/channelled*)	1/31
characterize (characterized, characterized)	21
charge (charged, charged)	21
charm (charmed, charmed)	1
chase (chased, chased)	21
chat (chatted, chatted)	31
chatter (chattered, chattered)	1
check (checked, checked)	19
cheer (cheered, cheered)	1
cherish (cherished, cherished)	23
chew (chewed, chewed)	1
chill (chilled, chilled)	1
chip (chipped, chipped)	31
chirp (chirped, chirped)	1
choke (choked, choked)	21
choose (chose, chosen)	20
chuck (chucked, chuckled)	1
chug (chugged, chugged)	31
circle (circled, circled)	21
circumvent (circumvented, circumvented)	1

Forms marked by an asterisk () are typically more British in usage.

CHART NUMBER

claim (claimed, claimed)	1
clap (clapped, clapped)	31
clean (cleaned, cleaned)	1
clear (cleared, cleared)	1
click (clicked, clicked)	1
climb (climbed, climbed)	1
cling (clung, clung)	101
clip (clipped, clipped)	31
clock (clocked, clocked)	1
clone (cloned, cloned)	21
close (closed, closed)	21
clothe (clothed, clothed)	21
cloud (clouded, clouded)	1
club (clubbed, clubbed)	31
clutch (clutched, clutched)	23
clutter (cluttered, cluttered)	1
coach (coached, coached)	23
coast (coasted, coasted)	1
cock (cocked, cocked)	1
coil (coiled, coiled)	1
coin (coined, coined)	1
collaborate (collaborated, collaborated)	21
collect (collected, collected)	1
color (colored, colored)	1
comb (combed, combed)	1
combine (combined, combined)	21
come (came, come)	22
command (commanded, commanded)	1
commandeer (commandeered, commandeered)	1
commiserate (commiserated, commiserated)	21
commit (committed, committed)	31
communicate (communicated, communicated)	21
compare (compared, compared)	21
complain (complained, complained)	1
complement (complemented, complemented)	1
complete (completed, completed)	21
comply (complied, complied)	17
compose (composed, composed)	21
compress (compressed, compressed)	23

CHART NUMBER

concern (concerned, concerned)	1
concoct (concocted, concocted)	1
condense (condensed, condensed)	21
confirm (confirmed, confirmed)	1
conflict (conflicted, conflicted)	1
confuse (confused, confused)	21
congregate (congregated, congregated)	21
connect (connect, connected)	1
connive (connived, connived)	21
conquer (conquered, conquered)	1
conserve (conserved, conserved)	21
consider (considered, considered)	1
constitute (constituted, constituted)	21
construct (constructed, constructed)	1
consume (consumed, consumed)	21
contact (contacted, contacted)	1
contain (contained, contained)	1
continue (continued, continued)	21
contrast (contrasted, contrasted)	1
control (controlled, controlled)	31
convict (convicted, convicted)	1
cook (cooked, cooked)	1
cool (cooled, cooled)	1
cope (coped, coped)	21
copy (copied, copied)	17
correct (corrected, corrected)	1
correspond (corresponded, corresponded)	1
cost (cost, cost)	25
cough (coughed, coughed)	1
counsel (counseled/counselled*, counseled/counselled*)	1/31
count (counted, counted)	1
cover (covered, covered)	1
crack (cracked, cracked)	1
crash (crashed, crashed)	23
crave (craved, craved)	21
create (created, created)	21
creep (crept, crept)	37
cringe (cringed, cringed)	21
cripple (crippled, crippled)	21
criticize (criticized, criticized)	21

Forms marked by an asterisk () are typically more British in usage.

	CHART NUMBER
crop (cropped, cropped)	31
cross (crossed, crossed)	23
crowd (crowded, crowded)	1
crunch (crunched, crunched)	23
cry (cried, cried)	24
cultivate (cultivated, cultivated)	21
cure (cured, cured)	21
cuss (cussed, cussed)	23
cut (cut, cut)	25
cycle (cycled, cycled)	21

D

dab (dabbed, dabbed)	31
dabble (dabbled, dabbled)	21
damn (damned, damned)	1
dampen (dampened, dampened)	1
dance (danced, danced)	21
dare (dared, dared)	21
dart (darted, darted)	1
date (dated, dated)	21
daydream (daydreamed, daydreamed)	1
deafen (deafened, deafened)	1
deal (dealt, dealt)	37
debate (debated, debated)	21
debit (debited, debited)	1
decay (decayed, decayed)	78
decided (decided, decided)	21
decipher (deciphered, deciphered)	1
decline (declined, declined)	21
decompose (decomposed, decomposed)	21
decompress (decompressed, decompressed)	23
decorate (decorated, decorated)	21
dedicate (dedicated, dedicated)	21
deduct (deducted, deducted)	1
deface (defaced, defaced)	21
defeat (defeated, defeated)	1
defend (defended, defended)	1
defer (deferred, deferred)	31
defy (defied, defied)	17
dehumanize (dehumanized, dehumanized)	21

	CHART NUMBER
delay (delayed, delayed)	78
deliberate (deliberated, deliberated)	21
delight (delighted, delighted)	1
deliver (delivered, delivered)	1
demobilize (demobilized, demobilized)	21
denounce (denounced, denounced)	21
dent (dented, dented)	1
deny (denied, denied)	17
depend (depended, depended)	1
deport (deported, deported)	1
deposit (deposited, deposited)	1
deprive (deprived, deprived)	21
descend (descended, descended)	1
describe (described, described)	21
deserve (deserved, deserved)	21
design (designed, designed)	1
desire (desired, desired)	21
destroy (destroyed, destroyed)	78
detail (detailed, detailed)	1
detect (detected, detected)	1
determine (determined, determined)	21
develop (developed, developed)	1
deviate (deviated, deviated)	21
diagnose (diagnosed, diagnosed)	21
dictate (dictated, dictated)	21
die (died, died)	26
differ (differed, differed)	1
diffuse (diffused, diffused)	21
dig (dug, dug)	101
digest (digested, digested)	1
dignify (dignified, dignified)	17
dillydally (dillydallied, dillydallied)	17
dilute (diluted, diluted)	21
dim (dimmed, dimmed)	31
dip (dipped, dipped)	31
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disable (disabled, disabled)	21
disagree (disagreed, disagreed)	21
disappear (disappeared, disappeared)	1
disappoint (disappointed, disappointed)	1

**CHART
NUMBER**

disapprove (disapproved, disapproved)	21
disband (disbanded, disbanded)	1
discipline (disciplined, disciplined)	21
disconnect (disconnected, disconnected)	1
discourage (discouraged, discouraged)	21
discover (discovered, discovered)	1
discuss (discussed, discussed)	23
disguise (disguised, disguised)	21
disgust (disgusted, disgusted)	1
dishearten (disheartened, disheartened)	1
disintegrate (disintegrated, disintegrated)	21
dislocate (dislocated, dislocated)	21
dislodge (dislodged, dislodged)	21
dismember (dismembered, dismembered)	1
dismiss (dismissed, dismissed)	23
disobey (disobeyed, disobeyed)	78
display (displayed, displayed)	78
disqualify (disqualified, disqualified)	17
disrespect (disrespected, disrespected)	1
disrobe (disrobed, disrobed)	21
dissect (dissected, dissected)	1
dissent (dissented, dissented)	1
dissipate (dissipated, dissipated)	21
dissolve (dissolved, dissolved)	21
distance (distanced, distanced)	21
distort (distorted, distorted)	1
distract (distracted, distracted)	1
distribute (distributed, distributed)	21
disturb (disturbed, disturbed)	1
dive (dived/dove, dived)	27
diverge (diverged, diverged)	21
diversify (diversified, diversified)	17
divert (diverted, diverted)	1
divide (divided, divided)	21
divorce (divorced, divorced)	21
divulge (divulged, divulged)	21
divvy (divvied, divvied)	17
do (did, done)	28

**CHART
NUMBER**

document (documented, documented)	1
dole (doled, doled)	21
dominate (dominated, dominated)	21
double (doubled, doubled)	21
double-click (double-clicked, double-clicked)	1
doubt (doubted, doubted)	1
down (downed, downed)	1
download (downloaded, downloaded)	1
draft (drafted, drafted)	1
drag (dragged, dragged)	31
draw (drew, drawn)	29
dread (dreaded, dreaded)	1
dream (dreamed/dreamt*, dreamed/dreamt*)	1/37
dress (dressed, dressed)	23
drill (drilled, drilled)	1
drink (drank, drunk)	7
drive (drove, driven)	30
droop (drooped, drooped)	1
drop (dropped, dropped)	31
dry (dried, dried)	32
duck (ducked, ducked)	1
dump (dumped, dumped)	1
dwelt (dwelt/dwelted, dwelt/dwelted)	99
dye (dyed, dyed)	21

E

earn (earned, earned)	1
eat (ate, eaten)	33
echo (echoed, echoed)	1
economize (economized, economized)	21
edge (edged, edged)	21
edit (edited, edited)	1
educate (educated, educated)	21
effect (effected, effected)	1
egg (egged, egged)	1
eighty-six (eighty-sixed, eighty-sixed)	1
eject (ejected, ejected)	1
elaborate (elaborated, elaborated)	21
elbow (elbowed, elbowed)	1
elect (elected, elected)	1
elicit (elicited, elicited)	1

Forms marked by an asterisk () are typically more British in usage.

	CHART NUMBER
e-mail (e-mailed, e-mailed)	1
emanate (emanated, emanated)	21
emancipate (emancipated, emancipated)	21
embark (embarked, embarked)	1
embarrass (embarrassed, embarrassed)	23
embed (embedded, embedded)	31
embolden (emboldened, emboldened)	1
emerge (emerged, emerged)	21
empathize (empathized, empathized)	21
employ (employed, employed)	78
enable (enabled, enabled)	21
enact (enacted, enacted)	1
enchant (enchanted, enchanted)	1
end (ended, ended)	34
endeavor (endeavored, endeavored)	1
endorse (endorsed, endorsed)	21
endure (endured, endured)	21
engross (engrossed, engrossed)	23
enhance (enhanced, enhanced)	21
enjoy (enjoyed, enjoyed)	78
enlarge (enlarged, enlarged)	21
enlist (enlisted, enlisted)	1
enliven (enlivened, enlivened)	1
enrage (enraged, enraged)	21
ensnare (ensnared, ensnared)	21
entangle (entangled, entangled)	21
enter (entered, entered)	1
entertain (entertained, entertained)	1
enthuse (enthused, enthused)	21
entrap (entrapped, entrapped)	31
equal (equaled/equalled*, equaled/equalled*)	1/31
equate (equated, equated)	21
erect (erected, erected)	1
establish (established, established)	23
esteem (esteemed, esteemed)	1
etch (etched, etched)	23
evade (evaded, evaded)	21
evaluate (evaluated, evaluated)	21
exacerbate (exacerbated, exacerbated)	21
exaggerate (exaggerated, exaggerated)	21

	CHART NUMBER
examine (examined, examined)	21
excel (excelled, excelled)	31
excite (excited, excited)	21
excrete (excreted, excreted)	21
excuse (excused, excused)	21
execute (executed, executed)	21
exercise (exercised, exercised)	21
exert (exerted, exerted)	1
exhale (exhaled, exhaled)	21
exhaust (exhausted, exhausted)	1
exhilarate (exhilarated, exhilarated)	21
exist (existed, existed)	1
expand (expanded, expanded)	1
expect (expected, expected)	1
expel (expelled, expelled)	31
experience (experienced, experienced)	21
*explain (explained, explained)	1
explode (exploded, exploded)	21
expose (exposed, exposed)	21
express (expressed, expressed)	23
exude (exuded, exuded)	21

F

face (faced, faced)	35
facilitate (facilitated, facilitated)	21
fail (failed, failed)	1
faint (fainted, fainted)	1
fake (faked, faked)	21
fall (fell, fallen)	36
falsify (falsified, falsified)	78
falter (faltered, faltered)	1
fantasize (fantasized, fantasized)	21
fashion (fashioned, fashioned)	1
father (fathered, fathered)	1
fatten (fattened, fattened)	1
fault (faulted, faulted)	1
fawn (fawned, fawned)	1
fax (faxed, faxed)	1
fear (feared, feared)	1
feature (featured, featured)	21
feed (fed, fed)	63
feel (felt, felt)	37

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**CHART
NUMBER**

ferment (fermented, fermented)	1
fester (festered, festered)	1
fetch (fetched, fetched)	23
field (fielded, fielded)	1
fight (fought, fought)	15
figure (figured, figured)	38
fill (filled, filled)	39
film (filmed, filmed)	1
filter (filtered, filtered)	1
finance (financed, financed)	21
find (found, found)	40
finger (fingered, fingered)	1
finish (finished, finished)	23
fish (fished, fished)	23
fit (fit/fitted*, fit/fitted*)	25/31
fixate (fixated, fixated)	21
fizzle (fizzled, fizzled)	21
flag (flagged, flagged)	31
flank (flanked, flanked)	1
flash (flashed, flashed)	23
flatter (flattered, flattered)	1
flaunt (flaunted, flaunted)	1
flavor (flavored, flavored)	1
flee (fled, fled)	63
flesh (fleshed, fleshed)	23
flex (flexed, flexed)	23
flick (flicked, flicked)	1
flicker (flickered, flickered)	1
fling (flung, flung)	101
flip (flipped, flipped)	31
flirt (flirted, flirted)	1
flit (flitted, flitted)	31
flounder (floundered, floundered)	1
flourish (flourished, flourished)	23
flout (flouted, flouted)	1
flow (flowed, flowed)	1
flower (flowered, flowered)	1
flub (flubbed, flubbed)	31
flunk (flunked, flunked)	1
flush (flushed, flushed)	23
fluster (flustered, flustered)	1
flutter (fluttered, fluttered)	1
fly (flew, flown)	41

**CHART
NUMBER**

follow (followed, followed)	42
fondle (fondled, fondled)	21
forage (foraged, foraged)	21
forbid (forbade, forbidden)	43
force (forced, forced)	21
forecast (forecast/forecasted*, forecast/ forecasted*)	25/1
foreshadow (foreshadowed, foreshadowed)	1
forfeit (forfeited, forfeited)	1
forget (forgot, forgotten)	42
forgive (forgave, forgiven)	45
forgo (forwent, forgone)	46
form (formed, formed)	1
forsake (forsook, forsaken)	91
fortify (fortified, fortified)	17
forward (forwarded, forwarded)	1
foster (fostered, fostered)	1
foul (fouled, fouled)	1
found (founded, founded)	1
fractionalize (fractionalized, fractionalized)	21
fracture (fractured, fractured)	21
fragment (fragmented, fragmented)	1
frame (framed, framed)	21
fray (frayed, frayed)	78
freak out (freaked out, freaked out)	1
free (freed, freed)	21
freeze (froze, frozen)	98
frequent (frequented, frequented)	1
freshen (freshened, freshened)	1
frighten (frightened, frightened)	1
frisk (frisked, frisked)	1
fritter (frittered, frittered)	1
frollic (frolicked, frolicked)	74
front (fronted, fronted)	1
froth (frothed, frothed)	1
frustrate (frustrated, frustrated)	21
fuel (fueled, fueled)	1
fulfill (fulfilled, fulfilled)	1
fumigate (fumigated, fumigated)	21
function (functioned, functioned)	1
fund (funded, funded)	1

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**CHART
NUMBER**

furnish (furnished, furnished)	23
further (furthered, furthered)	1
fuss (fussed, fussed)	23

G

gain (gained, gained)	1
galvanize (galvanized, galvanized)	21
gamble (gambled, gambled)	21
gang up (ganged up, ganged up)	1
gargle (gargled, gargled)	21
garner (garnered, garnered)	1
gas (gassed, gassed)	23
gather (gathered, gathered)	1
gauge (gauged, gauged)	21
gawk (gawked, gawked)	1
gaze (gazed, gazed)	21
gentrify (gentrified, gentrified)	17
gesticulate (gesticulated, gesticulated)	21
gesture (gestured, gestured)	21
get (got, gotten/got*)	44
giggle (giggled, giggled)	21
give (gave, given)	45
glance (glanced, glanced)	21
glaze (glazed, glazed)	21
glide (glided, glided)	21
glimpse (glimpsed, glimpsed)	21
glisten (glistened, glistened)	1
gloat (gloated, gloated)	1
globalize (globalized, globalized)	21
go (went, gone)	46
Google (Googled, Googled)	21
gossip (gossiped, gossiped)	1
gouge (gouged, gouged)	21
govern (governed, governed)	1
grab (grabbed, grabbed)	31
grade (graded, graded)	21
graduate (graduated, graduated)	21
grant (granted, granted)	1
graph (graphed, graphed)	1
grapple (grappled, grappled)	21
grasp (grasped, grasped)	1
grate (grated, grated)	21

**CHART
NUMBER**

gratify (gratified, gratified)	17
gravitate (gravitated, gravitated)	21
graze (grazed, grazed)	21
grease (greased, greased)	21
greet (greeted, greeted)	1
grieve (grieved, grieved)	21
grill (grilled, grilled)	1
grimace (grimaced, grimaced)	21
grin (grinned, grinned)	31
grind (ground, ground)	40
grip (gripped, gripped)	31
grit (gritted, gritted)	31
grovel (groveled/grovelled*, groveled/ grovelled*)	1/31
grow (grew, grown)	47
grunt (grunted, grunted)	1
guarantee (guaranteed, guaranteed)	21
guess (guessed, guessed)	23
guffaw (guffawed, guffawed)	1
gulp (gulped, gulped)	1
gun (gunned, gunned)	31
gush (gushed, gushed)	23
guzzle (guzzled, guzzled)	21
gyrate (gyrated, gyrated)	21

H

hack (hacked, hacked)	1
haggle (haggled, haggled)	21
hail (hailed, hailed)	1
halt (halted, halted)	1
halve (halved, halved)	21
ham (hammed, hammed)	31
hammer (hammered, hammered)	1
hamper (hampered, hampered)	1
hand (handed, handed)	48
handcuff (handcuffed, handcuffed)	1
handicap (handicapped, handicapped)	31
handle (handled, handled)	21
hang (hung, hung)	49
hang (hanged, hanged)	1
hanker (hankered, hankered)	1
happen (happened, happened)	1

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**CHART
NUMBER**

harangue (harangued, harangued)	21
harass (harassed, harassed)	23
harbor (harbored, harbored)	1
harden (hardened, harden)	1
harm (harmed, harmed)	1
harmonize (harmonized, harmonized)	21
harp (harped, harped)	1
hash out (hashed out, hashed out)	23
hassle (hassled, hassled)	21
hasten (hastened, hastened)	1
hatch (hatched, hatched)	23
hate (hated, hated)	21
haul (hauled, hauled)	1
haunt (haunted, haunted)	1
have (had, had)	50
head (headed, headed)	51
headhunt (headhunted, headhunted)	1
headline (headlined, headlined)	21
heal (healed, healed)	1
heap (heaped, heaped)	1
hear (heard, heard)	52
hearken (hearkened, hearkened)	1
hearten (heartened, heartened)	1
heave (heaved, heaved)	21
hedge (hedged, hedged)	21
heighten (heightened, heightened)	1
helm (helmed, helmed)	1
help (helped, helped)	53
hem (hemmed, hemmed)	31
herd (herded, herded)	1
hesitate (hesitated, hesitated)	21
hex (hexed, hexed)	23
hide (hid, hidden)	54
hijack (hijacked, hijacked)	1
hike (hiked, hiked)	21
hinder (hindered, hindered)	1
hint (hinted, hinted)	1
hire (hired, hired)	21
hiss (hissed, hissed)	23
hit (hit, hit)	55
hitch (hitched, hitched)	23
hobble (hobbled, hobbled)	21

**CHART
NUMBER**

hog (hogged, hogged)	31
hoist (hoisted, hoisted)	1
hold (held, held)	56
homeschool (homeschooled, homeschooled)	1
hoof (hoofed, hoofed)	1
hook (hooked, hooked)	1
hoot (hooted, hooted)	1
hop (hopped, hopped)	31
hope (hoped, hoped)	21
horrify (horrified, horrified)	17
host (hosted, hosted)	1
hound (hounded, hounded)	1
house (housed, housed)	21
hover (hovered, hovered)	1
howl (howled, howled)	1
huff (huffed, huffed)	1
hug (hugged, hugged)	31
humble (humbled, humbled)	21
humiliate (humiliated, humiliated)	21
hunch (hunched, hunched)	23
hunker down (hunkered down, hunkered down)	1
hunt (hunted, hunted)	1
hurry (hurried, hurried)	17
hurt (hurt, hurt)	25
hurtled (hurtled, hurtled)	21
hush (hushed, hushed)	23
hydrate (hydrated, hydrated)	21
hype (hyped, hyped)	21

I

ID (IDed, IDed)	1
idealize (idealized, idealized)	21
identify (identified, identified)	17
idle (idled, idled)	21
idolize (idolized, idolized)	21
ignite (ignited, ignited)	21
ignore (ignored, ignored)	21
illuminate (illuminated, illuminated)	21
illustrate (illustrated, illustrated)	21
imagine (imagined, imagined)	21

**CHART
NUMBER**

imbibe (imbibed, imbibed)	21
imbrue (imbruied, imbruied)	21
imbue (imbued, imbued)	21
imitate (imitated, imitated)	21
immerse (immersed, immersed)	21
immigrate (immigrated, immigrated)	21
immobilize (immobilized, immobilized)	21
immolate (immolated, immolated)	21
immortalize (immortalized, immortalized)	21
impale (impaled, impaled)	21
impede (impeded, impeded)	21
import (imported, imported)	1
impress (impressed, impressed)	23
imprison (imprisoned, imprisoned)	1
improve (improved, improved)	1
incense (incensed, incensed)	21
inch (inched, inched)	23
include (included, included)	21
incorporate (incorporated, incorporated)	21
increase (increased, increased)	21
incubate (incubated, incubated)	21
indent (indented, indented)	1
index (indexed, indexed)	23
indicate (indicated, indicated)	21
indict (indicted, indicted)	1
induce (induced, induced)	21
indulge (indulged, indulged)	21
infect (infected, infected)	1
infer (inferred, inferred)	31
inform (informed, informed)	1
initiate (initiated, initiated)	21
inject (injected, injected)	1
inquire (inquired, inquired)	21
insert (inserted, inserted)	1
install (installed, installed)	1
instruct (instructed, instructed)	1
intend (intended, intended)	1
inter (interred, interred)	31
interact (interacted, interacted)	1
interest (interested, interested)	1
interfere (interfered, interfered)	21

**CHART
NUMBER**

interpret (interpreted, interpreted)	1
interrogate (interrogated, interrogated)	21
intervene (intervened, intervened)	21
interview (interviewed, interviewed)	1
inundate (inundated, inundated)	21
invent (invented, invented)	1
involve (involved, involved)	21
iron (ironed, ironed)	1
irritate (irritated, irritated)	21
itch (itched, itched)	23
iterate (iterated, iterated)	21

J

jab (jabbed, jabbed)	31
jack (jacked, jacked)	1
jail (jailed, jailed)	1
jazz (jazzed, jazzed)	23
jeopardize (jeopardized, jeopardized)	21
jerk (jerked, jerked)	1
jet (jetted, jetted)	31
jiggle (jiggled, jiggled)	21
jingle (jingled, jingled)	21
jinx (jinxed, jinxed)	23
jockey (jockeyed, jockeyed)	78
jog (jogged, jogged)	31
join (joined, joined)	1
joke (joked, joked)	21
jolt (jolted, jolted)	1
journal (journalled, journaled)	1
journey (journeyed, journeyed)	78
judge (judged, judged)	21
juggle (juggled, juggled)	21
jump (jumped, jumped)	57
jump-start (jump-started, jump-started)	1
junk (junked, junked)	1
jut (juttled, juttled)	31
juxtapose (juxtaposed, juxtaposed)	21

K

kayo (kayoed, kayoed)	1
keep (kept, kept)	58

**CHART
NUMBER**

key (keyed, keyed)	78
kick (kicked, kicked)	59
kid (kidded, kidded)	31
kidnap (kidnapped, kidnapped)	31
kill (killed, killed)	1
kindle (kindled, kindled)	21
kiss (kissed, kissed)	23
knead (kneaded, kneaded)	1
knee (knead, knead)	21
kneel (knelt/kneeled, knelt/kneeled)	37/1
knight (knighted, knighted)	1
knit (knit/knitted*, knit/knitted*)	31/1
knock (knocked, knocked)	60
knot (knotted, knotted)	31
know (knew, known)	61
kowtow (kowtowed, kowtowed)	1
kvetch (kvetched, kvetched)	23

L

labor (labored, labored)	1
lace (laced, laced)	21
lack (lacked, lacked)	1
ladle (ladled, ladled)	21
lag (lagged, lagged)	31
lament (lamented, lamented)	1
lamine (laminated, laminated)	21
land (landed, landed)	1
landscape (landscaped, landscaped)	21
languish (languished, languished)	23
lap (lapped, lapped)	31
lapse (lapsed, lapsed)	21
lash (lashed, lashed)	23
last (lasted, lasted)	1
latch (latched, latched)	23
lather (lathered, lathered)	1
laud (lauded, lauded)	1
laugh (laughed, laughed)	1
launch (launched, launched)	23
lay (laid, laid)	62
leach (leached, leached)	23
lead (led, led)	63
leak (leaked, leaked)	1

**CHART
NUMBER**

lean (leaned/leant*, leaned/leant*)	1/37
leap (leaped/leapt*, leaped/leapt*)	1/37
learn (learned/learnt*, learned/ learnt*)	1/37
lease (leased, leased)	21
leave (left, left)	64
lecture (lectured, lectured)	21
legalize (legalized, legalized)	21
legislate (legislated, legislated)	21
legitimate (legitimated, legitimated)	21
legitimize (legitimized, legitimized)	21
lend (lent, lent)	13
lessen (lessened, lessened)	23
let (let, let)	65
level (leveled/levelled*, leveled/ levelled*)	1/31
libel (libeled/libelled*, libel/ libelled*)	1/31
liberate (liberated, liberated)	21
lick (licked, licked)	1
lie (lay, lain)	66
lie (lied, lied)	21
lift (lifted, lifted)	1
light (lit/lighted*, lit/lighted*)	67
like (liked, liked)	21
limit (limited, limited)	1
linger (lingered, lingered)	1
liquidate (liquidated, liquidated)	21
lisp (lisped, lisped)	1
list (listed, listed)	1
listen (listened, listened)	1
litigate (litigated, litigated)	21
litter (littered, littered)	1
live (lived, lived)	68
liven (livened, livened)	1
load (loaded, loaded)	1
loathe (loathed, loathed)	21
lob (lobbed, lobbed)	31
localize (localized, localized)	21
lock (locked, locked)	69
lodge (lodged, lodged)	21
log (logged, logged)	31
loiter (loitered, loitered)	1

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	CHART NUMBER
long (longed, longed)	1
look (looked, looked)	70
loom (loomed, loomed)	1
loosen (loosened, loosened)	1
loot (looted, looted)	1
lord (lorded, lorded)	1
lose (lost, lost)	71
lounge (lounged, lounged)	21
love (loved, loved)	21
lower (lowered, lowered)	1
luck (lucked, lucked)	1
lug (lugged, lugged)	31
lump (lumped, lumped)	1
lunch (lunched, lunched)	23
lunge (lunged, lunged)	21
lurch (lurched, lurched)	23
lure (lured, lured)	21
lurk (lurked, lurked)	1
lust (lusted, lusted)	1
luxuriate (luxuriated, luxuriated)	21
lynch (lynched, lynched)	23

M

madden (maddened, maddened)	1
magnetize (magnetized, magnetized)	21
magnify (magnified, magnified)	17
mail (mailed, mailed)	1
maim (maimed, maimed)	1
maintain (maintained, maintained)	1
make (made, made)	72
malfunction (malfunctioned, malfunctioned)	1
malign (maligned, maligned)	1
mambo (mamboed, mamboed)	1
manage (managed, managed)	21
maneuver (maneuvered, maneuvered)	1
mangle (mangled, mangled)	21
manipulate (manipulated, manipulated)	21
map (mapped, mapped)	31
mar (marred, marred)	31
march (marched, marched)	23

	CHART NUMBER
marginalize (marginalized, marginalized)	21
mark (marked, marked)	1
market (marketed, marketed)	1
marry (married, married)	17
mask (masked, masked)	1
massacre (massacred, massacred)	21
massage (massaged, massaged)	21
master (mastered, mastered)	1
match (matched, matched)	23
materialize (materialized, materialized)	21
matriculate (matriculated, matriculated)	21
matter (mattered, mattered)	1
maturate (maturated, maturated)	21
mature (matured, matured)	21
mean (meant, meant)	37
meander (meandered, meandered)	1
measure (measured, measured)	21
meddle (meddled, meddled)	21
mediate (mediated, mediated)	21
meditate (meditated, meditated)	21
meet (met, met)	63
meld (melded, melded)	1
melt (melted, melted)	1
memorize (memorized, memorized)	21
mend (mended, mended)	1
merchandise (merchandised, merchandised)	21
mesh (meshed, meshed)	23
mess (messed, messed)	23
message (messaged, messaged)	21
meter (metered, metered)	1
micromanage (micromanaged, micromanaged)	21
migrate (migrated, migrated)	21
mimic (mimicked, mimicked)	74
mince (minced, minced)	21
mind (minded, minded)	1
minister (ministered, ministered)	1
mirror (mirrored, mirrored)	1
misdirect (misdirected, misdirected)	1
misguide (misguided, misguided)	21
mishear (misheard, misheard)	52

**CHART
NUMBER**

misinterpret (misinterpreted, misinterpreted)	1
misjudge (misjudged, misjudged)	21
mislay (mislaid, mislaid)	62
mislead (misled, misled)	63
mismanage (mismanaged, mismanaged)	21
misplace (misplaced, misplaced)	21
miss (missed, missed)	23
misspeak (misspoke, misspoken)	98
misspell (misspelled/misspelt*, misspelled/misspelt*)	99
mistake (mistook, mistaken)	108
misunderstand (misunderstood, misunderstood)	102
mix (mixed, mixed)	23
mob (mobbed, mobbed)	31
mobilize (mobilized, mobilized)	21
model (modeled/modelled*, modeled, modelled*)	1/31
moderate (moderated, moderated)	21
modernize (modernized, modernized)	21
modulate (modulated, modulated)	21
mollify (mollified, mollified)	17
molt (molted, molted)	1
monitor (monitored, monitored)	1
mooch (mooched, mooched)	23
moor (moored, moored)	1
mortgage (mortgaged, mortgaged)	21
mother (mothered, mothered)	1
motivate (motivated, motivated)	21
mount (mounted, mounted)	1
move (moved, moved)	21
mow (mowed, mowed/mown)	93
mulch (mulched, mulched)	23
multiply (multiplied, multiplied)	17
murder (murdered, murdered)	1
murmur (murmured, murmured)	1
muscle (muscle, muscled)	21
muster (mustered, mustered)	1
mutate (mutated, mutated)	21
mute (muted, muted)	21
muzzle (muzzled, muzzled)	21
mystify (mystified, mystified)	17

**CHART
NUMBER**

N

nab (nabbed, nabbed)	31
nag (nagged, nagged)	31
nail (nailed, nailed)	1
nap (napped, napped)	31
narrate (narrated, narrated)	21
narrow (narrowed, narrowed)	1
naturalize (naturalized, naturalized)	21
navigate (navigated, navigated)	21
near (neared, neared)	1
need (needed, needed)	1
needle (needed, needed)	21
negate (negated, negated)	21
neglect (neglected, neglected)	1
negotiate (negotiated, negotiated)	21
nestle (nestled, nestled)	21
net (netted, netted)	31
neutralize (neutralized, neutralized)	21
nibble (nibbled, nibbled)	21
nick (nicked, nicked)	1
nickname (nicknamed, nicknamed)	21
nip (nipped, nipped)	31
nix (nixed, nixed)	23
nod (nodded, nodded)	31
nominate (nominated, nominated)	21
nonplus (nonplused/nonplussed, nonplused/nonplussed)	1/23
normalize (normalized, normalized)	21
note (noted, noted)	21
notice (noticed, noticed)	21
nudge (nudged, nudged)	21
number (numbered, numbered)	1
nurse (nursed, nursed)	21
nurture (nurtured, nurtured)	21
nuzzle (nuzzled, nuzzled)	21

O

obey (obeyed, obeyed)	78
obfuscate (obfuscated, obfuscated)	21
object (objected, objected)	1
oblige (obliged, obliged)	21
obliterate (obliterated, obliterated)	21
observe (observed, observed)	21

Forms marked by an asterisk () are typically more British in usage.

**CHART
NUMBER**

obstruct (obstructed, obstructed)	1
obtain (obtained, obtained)	1
obviate (obviated, obviated)	21
occur (occurred, occurred)	31
offend (offended, offended)	1
offer (offered, offered)	1
offset (offset, offset)	90
ogle (ogled, ogled)	21
oil (oiled, oiled)	1
one-up (one-upped, one-upped)	31
ooze (oozed, oozed)	21
open (opened, opened)	73
operate (operated, operated)	21
opine (opined, opined)	21
oppose (opposed, opposed)	21
oppress (oppressed, oppressed)	23
opt (opted, opted)	1
optimize (optimized, optimized)	21
option (optioned, optioned)	1
orbit (orbited, orbited)	1
ordain (ordained, ordained)	1
order (ordered, ordered)	1
organize (organized, organized)	21
orient (oriented, oriented)	1
ornament (ornamented, ornamented)	1
orphan (orphaned, orphaned)	1
ostracize (ostracized, ostracized)	21
oust (ousted, ousted)	1
out (outed, outed)	1
outdo (outdid, outdone)	27
outfit (outfitted, outfitted)	31
outgrow (outgrew, outgrown)	45
outrage (outraged, outraged)	21
outshoot (outshot, outshot)	92
outsource (outsourced, outsourced)	21
outstay (outstayed, outstayed)	103
overcome (overcame, overcome)	22
overcompensate (overcompensated, overcompensated)	21
overdose (overdosed, overdosed)	21
overeate (overate, overeaten)	32
overflow (overflowed, overflowed)	1
overhear (overheard, overheard)	52

**CHART
NUMBER**

overindulge (overindulged, overindulged)	21
overlap (overlapped, overlapped)	31
overlay (overlaid, overlaid)	62
overlook (overlooked, overlooked)	70
overrate (overrated, overrated)	21
override (overrode, overridden)	125
overrun (overran, overrun)	85
oversee (oversaw, overseen)	87
overshoot (overshot, overshot)	92
oversleep (overslept, overslept)	96
overtake (overtook, overtaken)	108
overthrow (overthrew, overthrown)	114
overturn (overturned, overturned)	118
owe (owed, owed)	21
own (owned, owned)	1
oxidize (oxidize, oxidize)	21

P

pack (packed, packed)	1
package (packaged, packaged)	21
pad (padded, padded)	31
padlock (padlocked, padlocked)	1
page (paged, paged)	21
pain (pained, pained)	1
paint (painted, painted)	1
pale (paled, paled)	21
palm (palmed, palmed)	1
palpate (palpated, palpated)	21
pamper (pampered, pampered)	1
pan (panned, panned)	31
pander (pandered, pandered)	1
panic (panicked, panicked)	74
pant (panted, panted)	1
paper (papered, papered)	1
parachute (parachuted, parachuted)	21
parade (paraded, paraded)	21
parallel (paralleled, paralleled)	1
paralyze (paralyzed, paralyzed)	21
paraphrase (paraphrased, paraphrased)	21
parboil (parboiled, parboiled)	1
pardon (pardoned, pardoned)	1

**CHART
NUMBER**

park (parked, parked)	1
parody (parodied, parodied)	17
part (parted, parted)	1
partake (partook, partaken)	108
participate (participated, participated)	21
partner (partnered, partnered)	1
party (partied, partied)	17
pass (passed, passed)	75
pat (patted, patted)	31
patch (patched, patched)	23
patent (patented, patented)	1
patrol (patrolled, patrolled)	31
pattern (patterned, patterned)	1
pause (paused, paused)	21
paw (pawed, pawed)	1
pay (paid, paid)	76
peak (peaked, peaked)	1
peal (pealed, pealed)	1
peck (pecked, pecked)	1
pedal (pedaled/pedalled*, pedaled/ pedalled*)	1/31
peddle (peddled, peddled)	21
peel (peeled, peeled)	1
peep (peeped, peeped)	1
peer (peered, peered)	1
pen (penned, penned)	31
penalize (penalized, penalized)	21
penetrate (penetrated, penetrated)	21
people (peopled, peopled)	21
people-watch (people-watched, people-watched)	122
pepper (peppered, peppered)	1
perceive (perceived, perceived)	21
perfect (perfected, perfected)	1
perform (performed, performed)	1
perish (perished, perished)	23
perm (permed, permed)	1
permeate (permeated, permeated)	21
permit (permitted, permitted)	31
perplex (perplexed, perplexed)	23
persevere (persevered, persevered)	21
persist (persisted, persisted)	1
perspire (perspired, perspired)	21

**CHART
NUMBER**

pertain (pertained, pertained)	1
perturb (perturbed, perturbed)	1
pester (pestered, pestered)	1
pet (petted, petted)	31
petition (petitioned, petitioned)	1
phase (phased, phased)	21
philosophize (philosophized, philosophized)	21
phone (phoned, phoned)	21
photocopy (photocopied, photocopied)	17
phrase (phrased, phrased)	21
pick (picked, picked)	1
picket (picketed, picketed)	1
picture (pictured, pictured)	21
piece (pieced, pieced)	21
pierce (pierced, pierced)	21
pile (piled, piled)	21
pilot (piloted, piloted)	1
pin (pinned, pinned)	31
pinch (pinched, pinched)	23
pinpoint (pinpointed, pinpointed)	1
pioneer (pioneered, pioneered)	1
pipe (piped, piped)	21
pirate (pirated, pirated)	21
pit (pitted, pitted)	31
pitch (pitched, pitched)	23
plty (pitied, pitied)	17
pivot (pivoted, pivoted)	1
placate (placated, placated)	21
place (placed, placed)	21
plan (planned, planned)	77
plant (planted, planted)	1
plaster (plastered, plastered)	1
play (played, played)	78
plead (pleaded/pled, pleaded/pled)	1/63
please (pleased, pleased)	21
pleasure (pleasured, pleased)	21
pleat (pleated, pleated)	1
pledge (pledged, pledged)	21
plod (plodded, plodded)	31
plop (plopped, plopped)	31
plug (plugged, plugged)	31

Forms marked by an asterisk () are typically more British in usage.

**CHART
NUMBER**

plunder (plundered, plundered)	1
pocket (pocketed, pocketed)	1
podcast (podcasted, podcasted)	21
poetize (poetized, poetized)	21
point (pointed, pointed)	1
poison (poisoned, poisoned)	1
poke (poked, poked)	21
polarize (polarized, polarized)	21
police (policed, policed)	21
polish (polished, polished)	23
poll (polled, polled)	1
pollute (polluted, polluted)	21
ponder (pondered, pondered)	1
pool (pooled, pooled)	1
pop (popped, popped)	31
popularize (popularized, popularized)	21
pose (posed, posed)	21
posit (posited, posited)	1
possess (possessed, possessed)	23
post (posted, posted)	1
posture (postured, postured)	21
pounce (pounced, pounced)	21
pound (pounded, pounded)	1
powder (powdered, powdered)	1
power (powered, powered)	1
practice (practiced, practiced)	21
precede (preceded, preceded)	21
predate (predated, predated)	21
predetermine (predetermined, predetermined)	21
preface (prefaced, prefaced)	21
prefer (preferred, preferred)	31
preheat (preheated, preheated)	1
prejudge (prejudged, prejudged)	21
preoccupy (preoccupied, preoccupied)	17
prepare (prepared, prepared)	21
prepay (prepaid, prepaid)	72
prescribe (prescribed, prescribed)	21
present (presented, presented)	1
press (pressed, pressed)	23
pressure (pressured, pressured)	21
presume (presumed, presumed)	21

**CHART
NUMBER**

presuppose (presupposed, presupposed)	21
pretend (pretended, pretended)	1
prevent (prevented, prevented)	1
price (priced, priced)	21
prick (pricked, pricked)	1
prickle (prickled, prickled)	21
prime (primed, primed)	21
print (printed, printed)	1
prioritize (prioritized, prioritized)	21
privatize (privatized, privatized)	21
prize (prized, prized)	21
probe (probed, probed)	21
proceed (proceeded, proceeded)	1
proclaim (proclaimed, proclaimed)	1
procrastinate (procrastinated, procrastinated)	21
prod (prodged, prodged)	31
produce (produced, produced)	21
profess (professed, professed)	23
profile (profiled, profiled)	21
profit (profited, profited)	1
program (programmed/programed, programmed/programed)	31/1
progress (progressed, progressed)	23
prohibit (prohibited, prohibited)	1
project (projected, projected)	1
prolong (prolonged, prolonged)	1
promise (promised, promised)	21
promote (promoted, promoted)	21
propel (propelled, propelled)	31
prophecy (prophesied, prophesied)	17
proportion (proportioned, proportioned)	1
propose (proposed, proposed)	21
prosecute (prosecuted, prosecuted)	21
protect (protected, protected)	1
prove (proved, proved/proven)	1
provide (provided, provided)	21
provoke (provoked, provoked)	21
psyche (psyched, psyched)	21
psychoanalyze (psychoanalyzed, psychoanalyzed)	21

CHART
NUMBER

publicize (publicized, publicized)	21
publish (published, published)	23
pucker (puckered, puckered)	1
puff (puffed, puffed)	1
pull (pulled, pulled)	79
pulverize (pulverized, pulverized)	21
pump (pumped, pumped)	1
punish (punished, punished)	23
purge (purged, purged)	21
pursue (pursued, pursued)	21
push (pushed, pushed)	23
put (put, put)	80
puzzle (puzzled, puzzled)	21

Q

quadruple (quadrupled, quadrupled)	21
quake (quaked, quaked)	21
qualify (qualified, qualified)	17
quantify (quantified, quantified)	17
quarrel (quarreled/quarrelled*, quarreled/quarrelled*)	1/31
quarter (quartered, quartered)	1
quarterback (quarterbacked, quarterbacked)	1
quell (quelled, quelled)	1
quench (quenched, quenched)	23
query (queried, queried)	17
question (questioned, questioned)	1
quibble (quibbled, quibbled)	21
quicken (quickened, quickened)	1
quiet (quieted, quieted)	1
quilt (quilted, quilted)	1
quit (quit/quitted, quit/quitted)	25/31
quiver (quivered, quivered)	1
quiz (quizzed, quizzed)	81
quote (quoted, quoted)	21

R

race (raced, raced)	21
radiate (radiated, radiated)	21
rag (ragged, ragged)	31
rage (raged, raged)	21

CHART
NUMBER

raid (raided, raided)	1
railroad (railroaded, railroaded)	1
rain (rained, rained)	1
raise (raised, raised)	21
rake (raked, raked)	21
rally (rallied, rallied)	17
rank (ranked, ranked)	1
rap (rapped, rapped)	31
rape (raped, raped)	21
rappel (rappelled, rappelled)	31
rate (rated, rated)	21
ration (rationed, rationed)	1
rattle (rattled, rattled)	21
rave (raved, raved)	21
ravish (ravished, ravished)	23
reach (reached, reached)	82
react (reacted, reacted)	1
read (read, read)	83
ready (readied, readied)	17
realign (realigned, realigned)	1
realize (realized, realized)	21
reappear (reappeared, reappeared)	1
rearrange (rearrange, rearrange)	21
reason (reasoned, reasoned)	1
reassure (reassured, reassured)	21
rebel (rebelled, rebelled)	31
reboot (rebooted, rebooted)	1
rebuild (rebuilt, rebuilt)	13
recede (receded, receded)	21
receive (received, received)	21
reciprocate (reciprocated, reciprocated)	21
recognize (recognized, recognized)	21
recollect (recollected, recollected)	1
recommend (recommended, recommended)	1
reconfigure (reconfigured, reconfigured)	21
rectify (rectified, rectified)	17
recur (recurred, recurred)	31
recuse (recused, recused)	21
recycle (recycled, recycled)	21

Forms marked by an asterisk () are typically more British in usage.

	CHART NUMBER
redeem (redeemed, redeemed)1
redo (redid, redone)27
reduce (reduced, reduced)21
refer (referred, referred)31
refinance (refinanced, refinanced)21
refine (refined, refined)21
reform (reformed, reformed)1
refresh (refreshed, refreshed)23
refuel (refueled, refueled)1
refund (refunded, refunded)1
refuse (refused, refused)21
regress (regressed, regressed)23
regret (regretted, regretted)31
rehash (rehashed, rehashed)23
rehearse (rehearsed, rehearsed)21
reissue (reissued, reissued)21
reiterate (reiterated, reiterated)21
reject (rejected, rejected)1
rejoice (rejoiced, rejoiced)21
relate (related, related)21
relax (relaxed, relaxed)23
relay (relayed, relayed)78
relent (relented, relented)1
relieve (relieved, relieved)21
relive (relived, relived)21
reload (reloaded, reloaded)1
remain (remained, remained)1
remake (remade, remade)72
remedy (remedied, remedied)17
remember (remembered, remembered)1
reminisce (reminisced, reminisced)21
remit (remitted, remitted)31
remove (removed, removed)21
renege (reneged, reneged)21
renew (renewed, renewed)1
rent (rented, rented)1
reopen (reopened, reopened)1
repay (repaid, repaid)76
repeat (repeated, repeated)1
repel (repelled, repelled)31
reply (replied, replied)17
report (reported, reported)1

	CHART NUMBER
represent (represented, represented)1
repress (repressed, repressed)23
reproach (reproached, reproached)23
reproduce (reproduced, reproduced)21
repulse (repulsed, repulsed)21
request (requested, requested)1
require (required, required)21
reread (reread, reread)79
reschedule (rescheduled, rescheduled)21
rescue (rescued, rescued)21
research (researched, researched)23
resemble (resembled, resembled)21
reserve (reserved, reserved)21
reside (resided, resided)21
resign (resigned, resigned)1
resist (resisted, resisted)1
respect (respected, respected)1
rest (rested, rested)1
restart (restarted, restarted)1
restrict (restricted, restricted)1
result (resulted, resulted)1
retain (retained, retained)1
retell (retold, retold)112
rethink (rethought, rethought)113
retire (retired, retired)21
retrace (retraced, retraced)21
retrieve (retrieved, retrieved)21
return (returned, returned)1
revenge (revenged, revenged)21
reverse (reversed, reversed)21
revolve (revolved, revolved)21
rewrite (rewrote, rewritten)125
rid (rid, rid)25
ride (rode, ridden)125
rig (rigged, rigged)31
right (righted, righted)1
ring (rang, rung)7
rinse (rinsed, rinsed)21
rip (ripped, ripped)31
rise (rose, risen)30
risk (risked, risked)1
roast (roasted, roasted)1
roar (roared, roared)1

**CHART
NUMBER**

rob (robbed, robbed)	31
rock (rocked, rocked)	1
roll (rolled, rolled)	84
romance (romanced, romanced)	21
room (roomed, roomed)	1
rope (roped, roped)	21
rot (rotted, rotted)	31
roughhouse (roughoused, roughoused)	21
round (rounded, rounded)	1
route (routed, routed)	21
rove (roved, roved)	21
rub (rubbed, rubbed)	31
rubberneck (rubbernecked, rubbernecked)	1
ruin (ruined, ruined)	1
rule (ruled, ruled)	21
rumor (rumored, rumored)	1
run (ran, run)	85
rush (rushed, rushed)	23
rust (rusted, rusted)	1
rustle (rustled, rustled)	21

S

sack (sacked, sacked)	1
sacrifice (sacrificed, sacrificed)	21
safeguard (safeguarded, safeguarded)	1
sag (sagged, sagged)	31
sail (sailed, sailed)	1
salt (salted, salted)	1
sample (sampled, sampled)	21
sand (sanded, sanded)	1
satirize (satirized, satirized)	21
satisfy (satisfied, satisfied)	17
saturate (saturated, saturated)	21
save (saved, saved)	21
savor (savored, savored)	1
saw (sawed, sawed/sawn)	1
say (said, said)	86
scan (scanned, scanned)	31
scar (scarred, scarred)	31
scare (scared, scared)	21
scatter (scattered, scattered)	1

**CHART
NUMBER**

schedule (scheduled, scheduled)	21
scheme (schemed, schemed)	21
schlep (schlepped, schlepped)	31
schmooze (schmoozed, schmoozed)	21
school (schooled, schooled)	1
coff (scoffed, scoffed)	1
scoop (scooped, scooped)	1
scorch (scorched, scorched)	23
score (scored, scored)	21
scour (scoured, scoured)	1
scrap (scrapped, scrapped)	31
scrape (scraped, scraped)	21
scratch (scratched, scratched)	23
scream (screamed, screamed)	1
scuttle (scuttled, scuttled)	21
seal (sealed, sealed)	1
search (searched, searched)	23
season (seasoned, seasoned)	1
seat (seated, seated)	1
secure (secured, secured)	21
seduce (seduced, seduced)	21
see (saw, seen)	87
seek (sought, sought)	110
seem (seemed, seemed)	1
seize (seized, seized)	21
select (selected, selected)	1
sell (sold, sold)	88
send (sent, sent)	89
separate (separated, separated)	21
sequester (sequestered, sequestered)	1
serve (served, served)	21
service (serviced, serviced)	21
set (set, set)	90
settle (settled, settled)	21
sew (sewed, sewn/sewed)	93
shack (shacked, shacked)	1
shake (shook, shaken)	91
shape (shaped, shaped)	1
share (shared, shared)	21
sharpen (sharpened, sharpened)	1
shave (shaved, shaved)	1
shed (shed, shed)	25
shine (shone/shined, shone/shined)	27

CHART NUMBER

ship (shipped, shipped)	31
shirk (shirked, shirked)	1
shoot (shot, shot)	92
shop (shopped, shopped)	31
shorten (shortened, shortened)	1
shovel (shoveled/shovelled*, shoveled/ shovelled*)	1/31
show (showed, shown/showed)	93
shred (shredded/shred, shredded/ shred)	31/25
shrink (shrank/shrunk, shrunk)	7/101
shrivel (shriveled/shrivelled*, shriveled/shrivelled*)	1/31
shut (shut, shut)	94
shuttle (shuttled, shuttled)	21
sidetrack (sidetracked, sidetracked)	1
sigh (sighed, sighed)	1
sign (signed, signed)	1
silence (silenced, silenced)	21
simulate (simulated, simulated)	21
sing (sang, sung)	7
sink (sank, sunk)	7
sip (sipped, sipped)	31
sit (sat, sat)	95
situate (situated, situated)	21
size (sized, sized)	21
skate (skated, skated)	21
sketch (sketched, sketched)	23
ski (skied, skied)	1
skip (skipped, skipped)	31
slap (slapped, slapped)	31
slash (slashed, slashed)	23
sleep (slept, slept)	96
slice (sliced, sliced)	21
slide (slid, slid)	8
sling (slung, slung)	101
slink (slunk/slink, slunk/slink)	101/1
slip (slipped, slipped)	97
slit (slit, slit)	25
slow (slowed, slowed)	1
smack (smacked, smacked)	1
smash (smashed, smashed)	23
smell (smelled/smelt*, smelled/ smelt*)	99

CHART NUMBER

smile (smiled, smiled)	21
smoke (smoked, smoked)	21
smooch (smooched, smooched)	23
snack (snacked, snacked)	1
snap (snapped, snapped)	31
snatch (snatched, snatched)	23
sneak (sneaked/snuck, sneaked/ snuck)	1/101
sniff (sniffed, sniffed)	1
snip (snipped, snipped)	31
snow (snowed, snowed)	1
soap (soaped, soaped)	1
sob (sobbed, sobbed)	31
socialize (socialized, socialized)	21
soften (softened, softened)	1
solicit (solicited, solicited)	1
sound (sounded, sounded)	1
space (spaced, spaced)	21
spam (spammed, spammed)	31
spark (sparked, sparked)	1
spasm (spasmed, spasmed)	1
spaz (spazzed, spazzed)	81
speak (spoke, spoken)	98
specialize (specialized, specialized)	21
specify (specified, specified)	17
speed (sped/speeded, sped/speeded)	63/1
spell (spelled/spelt*, spelled/spelt*)	99
spend (spent, spent)	100
spill (spilled/spilt*, spilled/spilt*)	99
spin (spun, spun)	101
spiral (spiraled/spiralled*, spiraled/ spiralled*)	1/31
spit (spit/spat, spit/spat)	25/94
splash (splashed, splashed)	23
split (split, split)	25
splurge (splurged, splurged)	21
spoil (spoiled/spoilt*, spoiled/ spoilt*)	99
spoon (spooned, spooned)	1
spot (spotted, spotted)	31
sprain (sprained, sprained)	1
spray (sprayed, sprayed)	78
spread (spread, spread)	25

Forms marked by an asterisk () are typically more British in usage.

**CHART
NUMBER**

spring (sprang/sprung, sprung)	7/101
sprinkle (sprinkled, sprinkled)	21
spurn (spurned, spurned)	1
squander (squandered, squandered)	1
squeeze (squeezed, squeezed)	21
stabilize (stabilized, stabilized)	21
stack (stacked, stacked)	1
stage (staged, staged)	21
stain (stained, stained)	1
stalk (stalked, stalked)	1
stammer (stammered, stammered)	1
stand (stood, stood)	102
staple (stapled, stapled)	21
star (starred, starred)	31
start (started, started)	1
state (stated, stated)	21
stay (stayed, stayed)	103
steady (steadied, steadied)	17
steal (stole, stolen)	98
step (stepped, stepped)	104
stick (stuck, stuck)	105
stiff (stiffed, stiffed)	1
sting (stung, stung)	101
stink (stank/stunk, stunk)	7/101
stir (stirred, stirred)	31
stock (stocked, stocked)	1
stomach (stomached, stomached)	1
stomp (stomped, stomped)	1
stop (stopped, stopped)	106
stow (stowed, stowed)	1
strap (strapped, strapped)	31
strategize (strategized, strategized)	21
stray (strayed, strayed)	78
streak (streaked, streaked)	1
stretch (stretched, stretched)	23
stride (strode, stridden)	125
strike (struck, struck)	101
string (strung, strung)	101
strive (strove/strived, striven/ strived)	30/1
stroke (stroked, stroked)	21
stroll (strolled, strolled)	1
strum (strummed, strummed)	31

**CHART
NUMBER**

study (studied, studied)	17
stuff (stuffed, stuffed)	1
stutter (stuttered, stuttered)	1
subdivide (subdivided, subdivided)	21
subtitle (subtitled, subtitled)	21
succeed (succeeded, succeeded)	1
sucker (suckered, suckered)	1
suffocate (suffocated, suffocated)	21
sugarcoat (sugarcoated, sugarcoated)	1
sult (suited, suited)	1
summarize (summarized, summarized)	21
superimpose (superimposed, superimposed)	21
supersede (superseded, superseded)	21
supersize (supersized, supersized)	21
supervise (supervised, supervised)	21
supply (supplied, supplied)	17
support (supported, supported)	1
suppose (supposed, supposed)	21
surf (surfed, surfed)	1
surface (surfaced, surfaced)	21
surprise (surprised, surprised)	21
survey (surveyed, surveyed)	78
swagger (swaggered, swaggered)	1
swallow (swallowed, swallowed)	1
swarm (swarmed, swarmed)	1
swat (swatted, swatted)	31
swear (swore, sworn)	107
sweat (sweat/sweated, sweat/ sweated)	25/1
sweep (swept, swept)	37
sweeten (sweetened, sweetened)	1
swim (swam, swum)	7
swindle (swindled, swindled)	21
swing (swung, swung)	101
swipe (swiped, swiped)	21
sympathize (sympathized, sympathized)	21
synchronize (synchronized, synchronized)	21
syndicate (syndicated, syndicated)	21
synthesize (synthesized, synthesized)	21
systematize (systematized, systematized)	21

**CHART
NUMBER**

T

tack (tacked, tacked)	1
tackle (tackled, tackled)	21
tag (tagged, tagged)	31
tail (tailed, tailed)	1
tailgate (tailgated, tailgated)	21
take (took, taken)	108
talk (talked, talked)	109
tamper (tampered, tampered)	1
tan (tanned, tanned)	31
tangle (tangled, tangled)	21
tank (tanked, tanked)	1
tantalize (tantalized, tantalized)	21
tap (tapped, tapped)	31
tape (taped, taped)	21
taste (tasted, tasted)	21
tax (taxed, taxed)	23
teach (taught, taught)	110
team (teamed, teamed)	1
tear (tore, torn)	111
tease (teased, teased)	21
telephone (telephoned, telephoned)	21
televisé (televised, televised)	21
tell (told, told)	112
temper (tempered, tempered)	1
tempt (tempted, tempted)	1
tend (tended, tended)	1
terrify (terrified, terrified)	17
terrorize (terrorized, terrorized)	21
test (tested, tested)	1
tether (tethered, tethered)	1
text (texted, texted)	1
text message (text messaged, text messaged)	21
thank (thanked, thanked)	1
thicken (thickened, thickened)	1
thin (thinned, thinned)	31
think (thought, thought)	113
thirst (thirsted, thirsted)	1
thrash (thrashed, thrashed)	23
threaten (threatened, threatened)	1
thrill (thrilled, thrilled)	1

**CHART
NUMBER**

throng (thronged, thronged)	1
throw (threw, thrown)	114
thrust (thrust, thrust)	25
thumb (thumbed, thumbed)	1
tick (ticked, ticked)	1
tickle (tickled, tickled)	21
tidy (tidied, tidied)	17
tie (tied, tied)	115
tighten (tightened, tightened)	1
tilt (tilted, tilted)	1
tinge (tinged, tinged)	21
tingle (tingled, tingled)	21
tinkle (tinkled, tinkled)	21
toast (toasted, toasted)	1
tolerate (tolerated, tolerated)	21
tone (toned, toned)	21
top (topped, topped)	31
topple (toppled, toppled)	21
torch (torched, torched)	23
torture (tortured, tortured)	21
toss (tossed, tossed)	23
total (totaled/totalled*, totaled/ totalled*)	1/31
touch (touched, touched)	23
toy (toyed, toyed)	78
trace (traced, traced)	21
track (tracked, tracked)	1
trade (traded, traded)	21
traffic (trafficked, trafficked)	74
trail (trailed, trailed)	1
trample (trampled, trampled)	21
transcend (transcended, transcended) ...	1
transfer (transferred, transferred)	31
transform (transformed, transformed) ...	1
transition (transitioned, transitioned) ...	1
translate (translated, translated)	21
transport (transported, transported)	1
trap (trapped, trapped)	31
trash (trashed, trashed)	23
traumatize (traumatized, traumatized) ..	21
travel (traveled/travelled*, traveled/ travelled*)	1/31
tread (trod/treaded, trodden/trod)	116

Forms marked by an asterisk () are typically more British in usage.

**CHART
NUMBER**

treat (treated, treated)	1
trek (trekked, trekked)	31
trick (tricked, tricked)	1
trickle (trickled, trickled)	21
trifle (trifled, trifled)	21
trigger (triggered, triggered)	1
trip (tripped, tripped)	31
triple (tripled, tripled)	21
triumph (triumphed, triumphed)	1
troll (trolled, trolled)	1
trouble (troubled, troubled)	21
trounce (trounced, trounced)	21
truck (trucked, trucked)	1
trust (trusted, trusted)	1
try (tried, tried)	117
tube (tubed, tubed)	21
tuck (tucked, tucked)	1
tug (tugged, tugged)	31
tumble (tumbled, tumbled)	21
tune (tuned, tuned)	21
turn (turned, turned)	118
tweak (tweaked, tweaked)	1
twinge (twinged, twinged)	21
twinkle (twinkled, twinkled)	21
twist (twisted, twisted)	1
twitch (twitched, twitched)	23
type (typed, typed)	21
typecast (typecast, typecast)	25
typify (typified, typified)	17
tyrannize (tyrannized, tyrannized)	21

U

uglify (uglified, uglified)	17
umpire (umpired, umpired)	21
unarm (unarmed, unarmed)	1
unbend (unbent, unbent)	89
unbuckle (unbuckled, unbuckled)	21
uncork (uncorked, uncorked)	1
uncover (uncovered, uncovered)	1
uncurl (uncurled, uncurled)	1
underfund (underfunded, underfunded)	1
undergo (underwent, undergone)	44

**CHART
NUMBER**

underlie (underlay, underlain)	66
underline (underlined, underlined)	21
undermine (undermined, undermined)	21
underplay (underplayed, underplayed)	78
underscore (underscored, underscored)	21
undersell (undersold, undersold)	85
understand (understood, understood)	102
undertake (undertook, undertaken)	91
undo (undid, undone)	28
undress (undressed, undressed)	23
unearth (unearthed, unearthed)	1
unfold (unfolded, unfolded)	1
unfurl (unfurled, unfurled)	1
unhand (unhanded, unhanded)	1
unify (unified, unified)	17
unionize (unionized, unionized)	21
unite (united, united)	21
unlearn (unlearned, unlearned)	1
unleash (unleashed, unleashed)	23
unplug (unplugged, unplugged)	31
unroll (unrolled, unrolled)	1
unscramble (unscrambled, unscrambled)	21
untangle (untangled, untangled)	21
unveil (unveiled, unveiled)	1
unwind (unwound, unwound)	40
unzip (unzipped, unzipped)	31
update (updated, updated)	21
uphold (upheld, upheld)	56
uplift (uplifted, uplifted)	1
upload (uploaded, uploaded)	1
uproot (uprooted, uprooted)	1
upset (upset, upset)	25
upstage (upstaged, upstaged)	21
urge (urged, urged)	21
urinate (urinated, urinated)	21
use (used, used)	21
usher (ushered, ushered)	1
usurp (usurped, usurped)	1
utilize (utilized, utilized)	21
utter (uttered, uttered)	1

**CHART
NUMBER**

V

vacate (vacated, vacated)	21
vacation (vacationed, vacationed)	1
vaccinate (vaccinated, vaccinated)	21
vacuum (vacuumed, vacuumed)	1
validate (validated, validated)	21
value (valued, valued)	21
vanish (vanished, vanished)	23
vaporize (vaporized, vaporized)	21
vary (varied, varied)	17
vault (vaulted, vaulted)	1
veer (veered, veered)	1
veg (vegged, vegged)	81
vell (veiled, veiled)	1
vend (vended, vended)	1
vent (vented, vented)	1
venture (ventured, ventured)	21
verbalize (verbalized, verbalized)	21
vest (vested, vested)	1
vibrate (vibrated, vibrated)	21
video (videoed, videoed)	1
videotape (videotaped, videotaped)	21
vlew (viewed, viewed)	1
villify (vilified, vilified)	17
vindicated (vindicated, vindicated)	21
violate (violated, violated)	21
visit (visited, visited)	1
vitalize (vitalized, vitalized)	21
vocalize (vocalized, vocalized)	21
voice (voiced, voiced)	21
void (voided, voided)	1
volunteer (volunteered, volunteered)	1
vote (voted, voted)	21
vouch (vouched, vouched)	23
vow (vowed, vowed)	1

W

wack (wacked, wacked)	1
wade (waded, waded)	21
waffle (waffled, waffled)	21
wag (wagged, wagged)	31
wager (wagered, wagered)	1
wall (wailed, wailed)	1

**CHART
NUMBER**

wait (waited, waited)	119
wake (woke/waked, woken/waked)	10/1
waken (wakened, wakened)	1
walk (walked, walked)	120
wall (walled, walled)	1
wallow (wallowed, wallowed)	1
wander (wandered, wandered)	1
wane (waned, waned)	21
want (wanted, wanted)	1
warble (warbled, warbled)	21
warm (warmed, warmed)	1
warn (warned, warned)	1
warp (warped, warped)	1
wash (washed, washed)	23
waste (wasted, wasted)	121
watch (watched, watched)	122
water (watered, watered)	1
wave (waved, waved)	21
waver (wavered, wavered)	1
wax (waxed, waxed)	23
weaken (weakened, weakened)	1
wear (wore, worn)	123
weather (weathered, weathered)	1
weave (wove/weaved, woven/ weaved)	98/1
wed (wed/wedded*, wed/wedded*)	25/31
weep (wept, wept)	37
weigh (weighed, weighed)	1
welcome (welcomed, welcomed)	21
wet (wet, wet)	25
whack (whacked, whacked)	1
while (whiled, whiled)	21
whimper (whimpered, whimpered)	1
whine (whined, whined)	21
whip (whipped, whipped)	31
whisk (whisked, whisked)	1
whisper (whispered, whispered)	1
whistle (whistled, whistled)	21
whiten (whitened, whitened)	1
whitewash (whitewashed, whitewashed)	23
wield (wielded, wielded)	1
will (willed, willed)	1

Forms marked by an asterisk () are typically more British in usage.

**CHART
NUMBER**

wilt (wilted, wilted)	1
win (won, won)	101
wince (wincing, wincing)	21
wind (winded, winded)	1
wind (wound, wound)	40
windsurf (windsurfed, windsurfed)	1
wing (winged, winged)	1
wink (winked, winked)	1
winter (wintered, wintered)	1
wipe (wiped, wiped)	21
wish (wished, wished)	23
withdraw (withdrew, withdrawn)	29
wither (withered, withered)	1
withhold (withheld, withheld)	54
withstand (withstood, withstood)	102
witness (witnessed, witnessed)	23
wobble (wobbled, wobbled)	21
wolf (wolfed, wolfed)	1
wonder (wondered, wondered)	1
word (worded, worded)	1
work (worked, worked)	124
worm (wormed, wormed)	1
worry (worried, worried)	17
worsen (worsened, worsened)	1
worship (worshiped/worshipped*, worshiped/worshipped*)	1/31
wound (wounded, wounded)	1
wrangle (wrangled, wrangled)	21
wrap (wrapped, wrapped)	31
wreak (wreaked, wreaked)	1
wreck (wrecked, wrecked)	1

**CHART
NUMBER**

wrench (wrenched, wrenched)	23
wrestle (wrestled, wrestled)	21
wring (wrung, wrung)	101
wrinkle (wrinkled, wrinkled)	21
write (wrote, written)	125
wrong (wronged, wronged)	1

X

x (x-ed/x'd/xed, x-ed/x'd/xed)	1
Xerox (Xeroxed, Xeroxed)	23
X-ray (X-rayed, X-rayed)	78

Y

yack (yacked, yacked)	1
yank (yanked, yanked)	1
yawn (yawned, yawned)	1
yearn (yearned, yearned)	1
yell (yelled, yelled)	1
yield (yielded, yielded)	1
yoke (yoked, yoked)	21
yuk (yukked, yukked)	31
yuppify (yuppified, yuppified)	17

Z

zap (zapped, zapped)	31
zigzag (zigzagged, zigzagged)	31
zip (zipped, zipped)	31
zombify (zombified, zombified)	17
zone (zoned, zoned)	21
zoom (zoomed, zoomed)	1

Forms marked by an asterisk () are typically more British in usage.

125 Verb Conjugation Charts

act

Infinitive
Perfect Infinitive
Past Participle
Present Participle

ACTIVE
to act
to have acted
acted
acting

PASSIVE
to be acted
to have been acted
been acted
being acted

ACTIVE

SIMPLE PRESENT

act
act
acts

SIMPLE PAST

acted
acted
acted

SIMPLE FUTURE

will act
will act
will act

PRESENT PROGRESSIVE

am acting
are acting
is acting

PAST PROGRESSIVE

was acting
were acting
was acting

FUTURE PROGRESSIVE

will be acting
will be acting
will be acting

PRESENT PERFECT

have acted
have acted
has acted

PAST PERFECT

had acted
had acted
had acted

FUTURE PERFECT

will have acted
will have acted
will have acted

PRESENT PERFECT PROGRESSIVE

have been acting
have been acting
has been acting

PAST PERFECT PROGRESSIVE

had been acting
had been acting
had been acting

FUTURE PERFECT PROGRESSIVE

will have been acting
will have been acting
will have been acting

EXAMPLES:

Are you acting in the school play this year?

Stephanie was acting strange and wouldn't speak to me when I asked her what was wrong.

Ian had always acted like he wasn't interested in school.

PASSIVE

SIMPLE PRESENT

am acted
are acted
is acted

SIMPLE PAST

was acted
were acted
was acted

SIMPLE FUTURE

will be acted
will be acted
will be acted

PRESENT PROGRESSIVE

am being acted
are being acted
is being acted

PAST PROGRESSIVE

was being acted
were being acted
was being acted

FUTURE PROGRESSIVE*

will be being acted*
will be being acted*
will be being acted*

PRESENT PERFECT

have been acted
have been acted
has been acted

PAST PERFECT

had been acted
had been acted
had been acted

FUTURE PERFECT

will have been acted
will have been acted
will have been acted

EXAMPLES:

The part of Desdemona was acted by Ms. Graves.

I'm glad that my ideas are being acted on. Something new needs to happen here.

Many roles have been acted by Ralph Fiennes on stage as well as on film.

PRINCIPAL CONDITIONALS

PRESENT

would act
would act
would act

PRESENT PROGRESSIVE

would be acting
would be acting
would be acting

PRESENT PASSIVE

would be acted
would be acted
would be acted

PAST

would have acted
would have acted
would have acted

PAST PROGRESSIVE

would have been acting
would have been acting
would have been acting

PAST PASSIVE

would have been acted
would have been acted
would have been acted

EXAMPLES:

The fire department would act more swiftly if it had more resources available.

Don't you think he would have been acting more strangely if he were guilty of the crime?

act

PRINCIPAL PARTS: act, acted, acted

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	act/acts	simple present will + base form	<i>If you <u>act</u> out one more time, young man, you go to your room.</i> <i>If she <u>acts</u> like this all the time, she'll lose her job.</i>
Unreal Present/ Future	acted	would + base form	<i>If we <u>acted</u> in a play together, we would be very convincing.</i>
Unreal Past	had acted	would have + past participle	<i>If I <u>had acted</u> on the advice of my accountant, I would have made a lot of money.</i>

SUBJUNCTIVE

ACTIVE	act	<i>It is important that the kids <u>act</u> in a way that is appropriate to their age.</i>
PASSIVE	be acted	<i>It is essential that these scenes <u>be acted</u> out before we end rehearsal today.</i>

PHRASAL VERBS

act on/upon	to take action after getting advice or suggestions <i>I would act on his advice now.</i>
act out	to show your feelings through your actions, especially feelings of anxiety <i>The kids started to act out after being inside the whole day without a chance to run around or play.</i>
act up	when a chronic medical condition begins to bother you, it acts up <i>My rheumatism always acts up when it starts to rain.</i>

IDIOMS

to act your age	said to a person who is misbehaving or not acting in a serious way <i>Those jokes are so stupid. Why don't you act your age!</i>
to act as if/like nothing ever happened	to pretend that an event didn't affect the current situation <i>If we act like nothing ever happened, maybe he won't notice that we broke his best china.</i>
to act accordingly	to behave appropriately for the situation <i>Now that you've turned eighteen, you'll have to act accordingly.</i>

RELATED WORDS

action (n.)	a movement or the process of doing something
actor/actress (n.)	a person who performs in a play or movie

* Note that the form "will be being acted" is rarely used. To convey a future progressive passive, use the present progressive passive.

ask

Infinitive
Perfect Infinitive
Past Participle
Present Participle

ACTIVE
to ask
to have asked
asked
asking

PASSIVE
to be asked
to have been asked
been asked
being asked

ACTIVE

SIMPLE PRESENT

ask
ask
asks

SIMPLE PAST

asked
asked
asked

SIMPLE FUTURE

will ask
will ask
will ask

PRESENT PROGRESSIVE

am asking
are asking
is asking

PAST PROGRESSIVE

was asking
were asking
was asking

FUTURE PROGRESSIVE

will be asking
will be asking
will be asking

PRESENT PERFECT

have asked
have asked
has asked

PAST PERFECT

had asked
had asked
had asked

FUTURE PERFECT

will have asked
will have asked
will have asked

PRESENT PERFECT PROGRESSIVE

have been asking
have been asking
has been asking

PAST PERFECT PROGRESSIVE

had been asking
had been asking
had been asking

FUTURE PERFECT PROGRESSIVE

will have been asking
will have been asking
will have been asking

EXAMPLES:

Americans usually don't ask others about their salaries.

Who asked me for toothpaste?

He had been asking too many questions and we had to tell him to give others a chance.

PASSIVE

SIMPLE PRESENT

am asked
are asked
is asked

SIMPLE PAST

was asked
were asked
was asked

SIMPLE FUTURE

will be asked
will be asked
will be asked

PRESENT PROGRESSIVE

am being asked
are being asked
is being asked

PAST PROGRESSIVE

was being asked
were being asked
was being asked

FUTURE PROGRESSIVE*

will be being asked*
will be being asked*
will be being asked*

PRESENT PERFECT

have been asked
have been asked
has been asked

PAST PERFECT

had been asked
had been asked
had been asked

FUTURE PERFECT

will have been asked
will have been asked
will have been asked

EXAMPLES:

The suspect was being asked some questions by the detective.

Do you think you will be asked to be best man in the wedding?

I had been asked to cater the event by the vice president of the company.

PRINCIPAL CONDITIONALS

PRESENT

would ask
would ask
would ask

PRESENT PROGRESSIVE

would be asking
would be asking
would be asking

PRESENT PASSIVE

would be asked
would be asked
would be asked

PAST

would have asked
would have asked
would have asked

PAST PROGRESSIVE

would have been asking
would have been asking
would have been asking

PAST PASSIVE

would have been asked
would have been asked
would have been asked

EXAMPLES:

I would ask him about his new girlfriend, but I don't want to pry.

If they were interested in buying the house, they would be asking more questions.

I
you/we/they
he/she/it

ask

PRINCIPAL PARTS: ask, asked, asked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	ask/asks	simple present	<i>If an employer <u>asks</u> about whether you expect to have children or not, that's discrimination.</i>
Unreal Present/ Future	asked	will + base form would + base form	<i>If he <u>asks</u> me how old I am, I'll kill him.</i> <i>If we <u>asked</u> them about it, they probably wouldn't tell us.</i>
Unreal Past	had asked	would have + past participle	<i>If I <u>had asked</u> him to the wedding, he wouldn't have come.</i>

SUBJUNCTIVE

ACTIVE	ask	<i>The director proposed that we <u>ask</u> Terry and John to handle the new account.</i>
PASSIVE	be asked	<i>It was necessary that the gentlemen <u>be asked</u> to leave the bar.</i>

PHRASAL VERBS

ask for	to request something <i>With this warm weather, a lot of customers have been asking for rosé wine. We should order more.</i>
ask out	to invite on a date <i>Traditionally, it was men who asked women out, but nowadays a lot of women ask men out.</i>
ask over	to invite someone to come to your home <i>Why don't we ask the Ferrys over for drinks?</i>

IDIOMS

to be asking for it	to be deserving of punishment or retribution <i>He was asking for it when he kept leaving work half an hour early without permission.</i>
ask me no questions and I'll tell you no lies	an expression used when someone doesn't want to give any details about something <i>"Tell us about your new girlfriend." "Ask me no questions and I'll tell you no lies."</i>
it's yours for the asking	an expression that means that someone is willing to give something away at no cost <i>The guy wanted to give me fifty bucks for the table but I told him it was his for the asking.</i>

RELATED WORDS

asking price (n.)	the amount of money that someone wants to receive for something but that is usually negotiable
-------------------	--

* Note that the form "will be being asked" is rarely used. To convey a future progressive passive, use the present progressive passive.

back

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to back
to have backed
backed
backing

PASSIVE
to be backed
to have been backed
been backed
being backed

ACTIVE

SIMPLE PRESENT

back
back
backs

SIMPLE PAST

backed
backed
backed

SIMPLE FUTURE

will back
will back
will back

PRESENT PROGRESSIVE

am backing
are backing
is backing

PAST PROGRESSIVE

was backing
were backing
was backing

FUTURE PROGRESSIVE

will be backing
will be backing
will be backing

PRESENT PERFECT

have backed
have backed
has backed

PAST PERFECT

had backed
had backed
had backed

FUTURE PERFECT

will have backed
will have backed
will have backed

PRESENT PERFECT PROGRESSIVE

have been backing
have been backing
has been backing

PAST PERFECT PROGRESSIVE

had been backing
had been backing
had been backing

FUTURE PERFECT PROGRESSIVE

will have been backing
will have been backing
will have been backing

EXAMPLES:

We backed the new company but unfortunately, they closed down last month.

Mom and I back the Chicago Cubs, while Dad and my cousin back the White Sox.

The mayor had been backing the incumbent for governor, until he changed his position on school funding.

PASSIVE

SIMPLE PRESENT

am backed
are backed
is backed

SIMPLE PAST

was backed
were backed
was backed

SIMPLE FUTURE

will be backed
will be backed
will be backed

PRESENT PROGRESSIVE

am being backed
are being backed
is being backed

PAST PROGRESSIVE

was being backed
were being backed
was being backed

FUTURE PROGRESSIVE*

will be being backed*
will be being backed*
will be being backed*

PRESENT PERFECT

have been backed
have been backed
has been backed

PAST PERFECT

had been backed
had been backed
had been backed

FUTURE PERFECT

will have been backed
will have been backed
will have been backed

EXAMPLES:

Our candidate is backed by all of the major unions in the city.

My car was being backed out of the garage when I went to pick it up at the dealership.

Even after the steroids scandal, the cyclist is still being backed by his sponsors.

PRINCIPAL CONDITIONALS

PRESENT

would back
would back
would back

PRESENT PROGRESSIVE

would be backing
would be backing
would be backing

PRESENT PASSIVE

would be backed
would be backed
would be backed

PAST

would have backed
would have backed
would have backed

PAST PROGRESSIVE

would have been backing
would have been backing
would have been backing

PAST PASSIVE

would have been backed
would have been backed
would have been backed

EXAMPLES:

I would be backing the New York Mets, but they don't look like they're going to win this year.

They guaranteed us that our new proposal would be backed by the CEO.

back

PRINCIPAL PARTS: back, backed, backed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	back/backs	simple present will + base form	<i>If I <u>back</u> into a parking space, I always hit the curb.</i> <i>If the governor <u>backs</u> the mayor in his reelection, the mayor will do all he can to support him in the following four years.</i>
Unreal Present/ Future	backed	would + base form	<i>If we <u>backed</u> out of the deal now, we would lose the money we put down as a deposit.</i>
Unreal Past	had backed	would have + past participle	<i>If I <u>had backed</u> down, he would have taken complete advantage of me.</i>

SUBJUNCTIVE

ACTIVE	back	<i>We ask that you <u>back</u> up your work so that it will not be lost.</i>
PASSIVE	be backed	<i>It was essential that the candidate <u>be backed</u> by the president if he expected to be reelected.</i>

PHRASAL VERBS

back away	to move backward away from someone or something that you are afraid of <i>We backed away slowly from the man with the gun until we were out of the building.</i>
back down	to give in to someone, to let someone have his or her way <i>I didn't want to lend John the car, but I finally backed down when he promised to take it to the car wash after he used it.</i>
back out	to pull out of something that you have committed to doing <i>The new Web site couldn't be launched, because several investors backed out.</i>
back up	to move backward, especially in a car or another vehicle; to save your computer work in more than one place <i>If you want to, you can back up a little bit farther so that you are closer to the car behind you. / Make sure you back up these files. We don't want to lose all of this work.</i>

IDIOMS

to go back to the drawing board	an expression meaning you must start something over again <i>The last idea was rejected at the meeting, so I guess we should go back to the drawing board.</i>
---------------------------------	---

RELATED WORDS

backing (n.)	support
backer (n.)	a person who supports a business venture or political campaign by giving money

* Note that the form "will be being backed" is rarely used. To convey a future progressive passive, use the present progressive passive.

be

Infinitive	ACTIVE to be	PASSIVE -
Past Infinitive	to have been	-
Past Participle	been	-
Present Participle	being	-

ACTIVE

SIMPLE PRESENT

am
are
is

SIMPLE PAST

was
were
was

SIMPLE FUTURE

will be
will be
will be

PRESENT PROGRESSIVE

am being
are being
is being

PAST PROGRESSIVE

was being
were being
was being

FUTURE PROGRESSIVE

will be being
will be being
will be being

PRESENT PERFECT

have been
have been
has been

PAST PERFECT

had been
had been
had been

FUTURE PERFECT

will have been
will have been
will have been

PRESENT PERFECT PROGRESSIVE

have been being
have been being
has been being

PAST PERFECT PROGRESSIVE

had been being
had been being
had been being

FUTURE PERFECT PROGRESSIVE

will have been being
will have been being
will have been being

EXAMPLES:

We will be disappointed if the travel arrangements don't work out.

The dogs were being very difficult and we decided to leave them at home.

She will have been through a lot by the time her plane finally lands.

PASSIVE

SIMPLE PRESENT

-
-
-

SIMPLE PAST

-
-
-

SIMPLE FUTURE

-
-
-

PRESENT PROGRESSIVE

-
-
-

PAST PROGRESSIVE

-
-
-

FUTURE PROGRESSIVE

-
-
-

PRESENT PERFECT

-
-
-

PAST PERFECT

-
-
-

FUTURE PERFECT

-
-
-

PRINCIPAL CONDITIONALS

PRESENT

would be
would be
would be

PRESENT PROGRESSIVE

would be being
would be being
would be being

PRESENT PASSIVE

-
-
-

PAST

would have been
would have been
would have been

PAST PROGRESSIVE

would have been being
would have been being
would have been being

PAST PASSIVE

-
-
-

EXAMPLES:

I would be happier in first class.

She would have been surprised if the concert had started on time.

Would it be too forward to ask you if you are married?

be

PRINCIPAL PARTS: am/are/is, was/were, been

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	am/are/is	simple present will + base form	<i>If I <u>am</u> on time, I make a lot more money than when I show up late.</i> <i>If she <u>is</u> ready, we'll have time to get a bite to eat before the movie.</i>
Unreal Present/ Future	was/were	would + base form	<i>If we <u>were</u> younger, we'd think about traveling in a different way.</i>
Unreal Past	had been	would have + past participle	<i>If I <u>had been</u> there, I would have told you not to come.</i>

SUBJUNCTIVE

ACTIVE be *It is important that the author be warned about the changes in the schedule.*

PASSIVE -

PHRASAL VERBS

be after someone	to be searching for someone <i>The cops were after me, and so I had to leave town.</i>
be on to someone	to know that someone is doing something wrong or dishonest <i>His cheating was so obvious, the other players were soon on to him.</i>
be out of something	to have no more of something <i>The pharmacy was out of my favorite shampoo.</i>

IDIOMS

to be all ears	to be anxious to hear something <i>If you have a better idea of how to fix it, then I'm all ears!</i>
to be all for something	to give something your full support <i>I'm all for freedom of expression, but those costumes are ridiculous.</i>
to be as good as new	to be fully recovered from a mishap or illness <i>After his third trip to the doctor, he will be as good as new.</i>
to not be your day	if it's not your day, things are not going well for you <i>I locked myself out of the house, lost my wallet on the bus to work, and twisted my ankle on a patch of ice. This is not my day!</i>

RELATED WORDS

the end-all be-all (n.)	the best item of a certain category
human being (n.)	a human

bear

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to bear
to have borne
borne
bearing

PASSIVE
to be borne
to have been borne
been borne
being borne

ACTIVE

SIMPLE PRESENT

bear
bear
bears

SIMPLE PAST

bore
bore
bore

SIMPLE FUTURE

will bear
will bear
will bear

PRESENT PROGRESSIVE

am bearing
are bearing
is bearing

PAST PROGRESSIVE

was bearing
were bearing
was bearing

FUTURE PROGRESSIVE

will be bearing
will be bearing
will be bearing

PRESENT PERFECT

have borne
have borne
has borne

PAST PERFECT

had borne
had borne
had borne

FUTURE PERFECT

will have borne
will have borne
will have borne

PRESENT PERFECT PROGRESSIVE

have been bearing
have been bearing
has been bearing

PAST PERFECT PROGRESSIVE

had been bearing
had been bearing
had been bearing

FUTURE PERFECT PROGRESSIVE

will have been bearing
will have been bearing
will have been bearing

EXAMPLES:

How do you bear him? He's such a bore.

*"How's the baby-sitting going?"
"I don't like kids but I'm bearing it."*

Cynthia has borne the brunt of the difficulties that finding a new manager has caused.

PASSIVE

SIMPLE PRESENT

am borne
are borne
is borne

SIMPLE PAST

was borne
were borne
was borne

SIMPLE FUTURE

will be borne
will be borne
will be borne

PRESENT PROGRESSIVE

am being borne
are being borne
is being borne

PAST PROGRESSIVE

was being borne
were being borne
was being borne

FUTURE PROGRESSIVE*

will be being borne*
will be being borne*
will be being borne*

PRESENT PERFECT

have been borne
have been borne
has been borne

PAST PERFECT

had been borne
had been borne
had been borne

FUTURE PERFECT

will have been borne
will have been borne
will have been borne

EXAMPLES:

The takeover has caused a lot of inconveniences, but I believe they are being borne well by the employees.

The casket was being borne by the representatives of the four Spanish kingdoms.

The difficulties were borne with a certain degree of discomfort.

PRINCIPAL CONDITIONALS

PRESENT

would bear
would bear
would bear

PRESENT PROGRESSIVE

would be bearing
would be bearing
would be bearing

PRESENT PASSIVE

would be borne
would be borne
would be borne

PAST

would have borne
would have borne
would have borne

PAST PROGRESSIVE

would have been bearing
would have been bearing
would have been bearing

PAST PASSIVE

would have been borne
would have been borne
would have been borne

EXAMPLES:

I would have borne more of the responsibility if I had known you were so overworked.

The casket would have been borne by his brothers if they were still living.

I
you/we/they
he/she/it

bear

PRINCIPAL PARTS: bear, bore, borne/born

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	bear/bears	simple present will + base form	<i>If you <u>bear</u> to the right at the next turn off, you are on your way to my house.</i> <i>If you <u>bear</u> with me for a few more minutes, I'll have the sound system fixed.</i>
Unreal Present/ Future	bore	would + base form	<i>If I <u>bore</u> a grudge, I would miss out on all the benefits of his friendship.</i>
Unreal Past	had borne	would have + past participle	<i>If I <u>had borne</u> down on him more, he would have given up.</i>

SUBJUNCTIVE

ACTIVE	bear	<i>We ask that you <u>bear</u> with us for a few more minutes until the speaker arrives.</i>
PASSIVE	be borne	<i>It is essential that the responsibilities <u>be borne</u> by members of each department equally.</i>

PHRASAL VERBS

bear down on	to put pressure on someone to do something <i>I don't want to take on another case, but my boss is bearing down on me.</i>
bear on	to have an influence on the outcome of something <i>What you do will bear on the decision that I make.</i>
bear up	to be strong when things are difficult <i>We will all have to bear up during the winter months, especially considering that we want to save money on heat.</i>
bear with (someone)	to be patient with someone while he or she is repairing something or explaining something tedious <i>Bear with me. I know this part of the story isn't as interesting, but it picks up later on.</i>

IDIOMS

to bear a grudge	to stay angry with someone for something that he or she did to annoy you <i>Make sure to return the money to my sister right away. She's the type to bear a grudge.</i>
to be unable to bear something	to have strong feelings against someone or something <i>I can't bear to see him suffer.</i>
to bear the brunt of something	to take most of the responsibility for something that has gone wrong or something difficult <i>As usual, I am going to bear the brunt of his mistake.</i>

RELATED WORDS

bearer (n.)	a person who carries something
pallbearer (n.)	one of several people who carry the casket to the grave in a funeral
bearings (n.)	orientation, awareness of one's location

* Note that the form "will be being borne" is rarely used. To convey a future progressive passive, use the present progressive passive.

beat

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to beat
to have beaten
beaten
beating

PASSIVE
to be beaten
to have been beaten
been beaten
being beaten

ACTIVE

SIMPLE PRESENT

beat
beat
beats

SIMPLE PAST

beat
beat
beat

SIMPLE FUTURE

will beat
will beat
will beat

PRESENT PROGRESSIVE

am beating
are beating
is beating

PAST PROGRESSIVE

was beating
were beating
was beating

FUTURE PROGRESSIVE

will be beating
will be beating
will be beating

PRESENT PERFECT

have beaten
have beaten
has beaten

PAST PERFECT

had beaten
had beaten
had beaten

FUTURE PERFECT

will have beaten
will have beaten
will have beaten

PRESENT PERFECT PROGRESSIVE

have been beating
have been beating
has been beating

PAST PERFECT PROGRESSIVE

had been beating
had been beating
had been beating

FUTURE PERFECT PROGRESSIVE

will have been beating
will have been beating
will have been beating

EXAMPLES:

The chef always beats the mixture until it is smooth and creamy.

I had never beaten my brother in a race before yesterday.

There are a few problem kids in the neighborhood who have been beating up the younger kids.

PASSIVE

SIMPLE PRESENT

am beaten
are beaten
is beaten

SIMPLE PAST

was beaten
were beaten
was beaten

SIMPLE FUTURE

will be beaten
will be beaten
will be beaten

PRESENT PROGRESSIVE

am being beaten
are being beaten
is being beaten

PAST PROGRESSIVE

was being beaten
were being beaten
was being beaten

FUTURE PROGRESSIVE*

will be being beaten*
will be being beaten*
will be being beaten*

PRESENT PERFECT

have been beaten
have been beaten
has been beaten

PAST PERFECT

had been beaten
had been beaten
had been beaten

FUTURE PERFECT

will have been beaten
will have been beaten
will have been beaten

EXAMPLES:

The Blue Jays were beaten by the Cubs in the series.

He had been beaten so many times playing chess that he gave up the game.

I predict that the home team will be beaten by the visiting team.

PRINCIPAL CONDITIONALS

PRESENT

would beat
would beat
would beat

PRESENT PROGRESSIVE

would be beating
would be beating
would be beating

PRESENT PASSIVE

would be beaten
would be beaten
would be beaten

PAST

would have beaten
would have beaten
would have beaten

PAST PROGRESSIVE

would have been beating
would have been beating
would have been beating

PAST PASSIVE

would have been beaten
would have been beaten
would have been beaten

EXAMPLES:

I never thought I would beat my best friend in the cross-country race.

She would have beaten me if she hadn't twisted her ankle in the last mile.

beat

PRINCIPAL PARTS: beat, beat, beaten/beat

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	beat/beats	simple present will + base form	<i>If I <u>beat</u> you in the race, don't be angry.</i> <i>If the rookie <u>beats</u> Jim this afternoon, it will be a big upset.</i>
Unreal Present/ Future	beat	would + base form	<i>If the boy <u>beat</u> someone up again, we would notify the police.</i>
Unreal Past	had beaten	would have + past participle	<i>If I <u>had beaten</u> the butter and the sugar more, the cake would have been less dense.</i>

SUBJUNCTIVE

ACTIVE	beat	<i>It is vital that the young player <u>beat</u> her opponent in this match to stay in the tournament.</i>
PASSIVE	be beaten	<i>It is essential that the eggs <u>be beaten</u> when they're at room temperature.</i>

PHRASAL VERBS

beat (someone) out	to compete against someone for something specific, such as a job, and win <i>John <u>beat me out</u> for the promotion.</i>
beat (someone) up	to physically harm someone by hitting and punching him or her <i>He's the school bully. He's always <u>beating kids up</u> on the playground.</i>

IDIOMS

to beat someone to the draw	to be first in doing something, specifically, before someone else who wanted to be first <i>I wanted to pay for dinner, but he <u>beat me to the draw</u> when he pulled out his credit card and gave it to the waitress.</i>
to beat the drum for someone or something	to give strong support to someone or some cause <i>Which charity is it this time? You're always <u>beating the drum</u> for something.</i>
to beat around the bush	to take a long time to get to your point <i>Don't <u>beat around the bush</u>. Just tell me what's on your mind.</i>

RELATED WORDS

beater (n.)	a device used in the kitchen to mix foods together
-------------	--

* Note that the form "will be being beaten" is rarely used. To convey a future progressive passive, use the present progressive passive.

begin

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to begin
to have begun
begun
beginning

PASSIVE
to be begun
to have been begun
been begun
being begun

ACTIVE

SIMPLE PRESENT

begin
begin
begins

SIMPLE PAST

began
began
began

SIMPLE FUTURE

will begin
will begin
will begin

PRESENT PROGRESSIVE

am beginning
are beginning
is beginning

PAST PROGRESSIVE

was beginning
were beginning
was beginning

FUTURE PROGRESSIVE

will be beginning
will be beginning
will be beginning

PRESENT PERFECT

have begun
have begun
has begun

PAST PERFECT

had begun
had begun
had begun

FUTURE PERFECT

will have begun
will have begun
will have begun

PRESENT PERFECT PROGRESSIVE

have been beginning
have been beginning
has been beginning

PAST PERFECT PROGRESSIVE

had been beginning
had been beginning
had been beginning

FUTURE PERFECT PROGRESSIVE

will have been beginning
will have been beginning
will have been beginning

EXAMPLES:

The sun was beginning to come out today after lunch, but then it clouded over again.

We arrived at the concert after the music had already begun.

The class will begin in five minutes.

PASSIVE

SIMPLE PRESENT

am begun
are begun
is begun

SIMPLE PAST

was begun
was begun
was begun

SIMPLE FUTURE

will be begun
will be begun
will be begun

PRESENT PROGRESSIVE

am being begun
are being begun
is being begun

PAST PROGRESSIVE

was being begun
were being begun
was being begun

FUTURE PROGRESSIVE*

will be being begun*
will be being begun*
will be being begun*

PRESENT PERFECT

have been begun
have been begun
has been begun

PAST PERFECT

had been begun
had been begun
had been begun

FUTURE PERFECT

will have been begun
will have been begun
will have been begun

EXAMPLES:

The quarrel about evolution was begun by two students with completely differing opinions on the matter.

The yoga class is begun immediately after the kick-boxing class finishes.

PRINCIPAL CONDITIONALS

PRESENT

would begin
would begin
would begin

PRESENT PROGRESSIVE

would be beginning
would be beginning
would be beginning

PRESENT PASSIVE

would be begun
would be begun
would be begun

PAST

would have begun
would have begun
would have begun

PAST PROGRESSIVE

would have been beginning
would have been beginning
would have been beginning

PAST PASSIVE

would have been begun
would have been begun
would have been begun

EXAMPLES:

You would begin to understand if you would listen to what I'm talking about.

We would have begun sooner, but we were having engine trouble.

begin

PRINCIPAL PARTS: begin, began, begun

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	begin/begins	simple present	<i>If you <u>begin</u> to see lightning, get out of the water right away.</i>
		will + base form	<i>If my dog <u>begins</u> to bother you, I'll put her outside.</i>
Unreal Present/ Future	began	would + base form	<i>If we <u>began</u> class at seven, we would finish in time to see a movie.</i>
Unreal Past	had begun	would have + past participle	<i>If I <u>had begun</u> to feel sick, I would have gone home.</i>

SUBJUNCTIVE

ACTIVE	begin	<i>I recommend that you <u>begin</u> your tour in the East Village.</i>
PASSIVE	be begun	<i>It is important that the job <u>be begun</u> in the spring.</i>

IDIOMS

to begin to see the light	to start to understand something or come around to a new point of view <i>I've been telling you about this idea for an hour, and I think you're just beginning to see the light.</i>
to begin at the beginning	to start at the top of the story <i>I'm completely lost. Begin at the beginning so I can follow what you're saying.</i>
to come from humble beginnings	to have been born to a poor or uneducated family <i>It's amazing how far Seth has progressed, considering he came from such humble beginnings.</i>

RELATED WORDS

beginner's luck (n.)	early success in a venture
beginning (n.)	the start of something

* Note that the form "will be being begun" is rarely used. To convey a future progressive passive, use the present progressive passive.

bite

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to bite
to have bitten
bitten
biting

PASSIVE
to be bitten
to have been bitten
been bitten
being bitten

ACTIVE

SIMPLE PRESENT

bite
bite
bites

SIMPLE PAST

bit
bit
bit

SIMPLE FUTURE

will bite
will bite
will bite

PRESENT PROGRESSIVE

am biting
are biting
is biting

PAST PROGRESSIVE

was biting
were biting
was biting

FUTURE PROGRESSIVE

will be biting
will be biting
will be biting

PRESENT PERFECT

have bitten
have bitten
has bitten

PAST PERFECT

had bitten
had bitten
had bitten

FUTURE PERFECT

will have bitten
will have bitten
will have bitten

PRESENT PERFECT PROGRESSIVE

have been biting
have been biting
has been biting

PAST PERFECT PROGRESSIVE

had been biting
had been biting
had been biting

FUTURE PERFECT PROGRESSIVE

will have been biting
will have been biting
will have been biting

EXAMPLES:

I'm afraid Ellen has bitten off more than she can chew with this new project.

The mosquitoes had been biting a lot that summer due to the rain.

Does your dog bite?

PASSIVE

SIMPLE PRESENT

am bitten
are bitten
is bitten

SIMPLE PAST

was bitten
were bitten
was bitten

SIMPLE FUTURE

will be bitten
will be bitten
will be bitten

PRESENT PROGRESSIVE

am being bitten
are being bitten
is being bitten

PAST PROGRESSIVE

was being bitten
were being bitten
was being bitten

FUTURE PROGRESSIVE*

will be being bitten*
will be being bitten*
will be being bitten*

PRESENT PERFECT

have been bitten
have been bitten
has been bitten

PAST PERFECT

had been bitten
had been bitten
had been bitten

FUTURE PERFECT

will have been bitten
will have been bitten
will have been bitten

EXAMPLES:

Terry was miles ahead of us on the bike trip, and so we didn't realize that he had been bitten by the snake.

We were being bitten by horseflies and so we ran into the house.

The girl was bitten by a cat when she was younger, and for that reason, never wanted to have one of her own.

PRINCIPAL CONDITIONALS

PRESENT

would bite
would bite
would bite

PRESENT PROGRESSIVE

would be biting
would be biting
would be biting

PRESENT PASSIVE

would be bitten
would be bitten
would be bitten

PAST

would have bitten
would have bitten
would have bitten

PAST PROGRESSIVE

would have been biting
would have been biting
would have been biting

PAST PASSIVE

would have been bitten
would have been bitten
would have been bitten

EXAMPLES:

The mosquitoes wouldn't bite you if you put on insect repellent.

The girl wouldn't have been bitten if she had known how to pet the dog.

I
you/we/they
he/she/it

bite

PRINCIPAL PARTS: bite, bit, bitten/bit

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	bite/bites	simple present will + base form	<i>If a dog bites someone, it is sent to the pound.</i> <i>If you bite down firmly on the mold, the dentist will get a good imprint of your teeth.</i>
Unreal Present/ Future	bit	would + base form	<i>If we bit the bullet and finished the work today, we wouldn't need to come to work over the weekend.</i>
Unreal Past	had bitten	would have + past participle	<i>If their cat had bitten me, I wouldn't have grown so attached to it.</i>

SUBJUNCTIVE

ACTIVE	bite	<i>His teacher recommended that he not bite off more than he could chew.</i>
PASSIVE	be bitten	<i>I wondered if it was fair that I be bitten by twenty mosquitoes while by brother got away with nary an itch.</i>

PHRASAL VERBS

bite back	to attack in response to an attack <i>Don't bite back just because she hurt your feelings.</i>
-----------	---

IDIOMS

to bite off more than you can chew	to take on more work or responsibility than you can handle <i>When I agreed to cook dinner for both their family and my own, I bit off more than I could chew.</i>
to bite the dust	to die, especially in combat, or to be defeated <i>The tennis player bit the dust after losing the third set in a row.</i>
to bite someone's head off	to attack someone verbally <i>You have to be careful of Uncle Bill. He can be very kind, but you never know when he is going to bite someone's head off.</i>
to bite the bullet	to do something that needs to be done without hesitation, even though you may not want to do it <i>I know you don't want to discuss this issue with your boss, but you're just going to have to bite the bullet.</i>
to bite the hand that feeds you	to damage your relationship with someone who supports you <i>Annie's boss worked hard to make sure she wasn't laid off in the last batch of firings. If she complains now about her salary, she would be biting the hand that feeds her.</i>

RELATED WORDS

biting (adj.)	very harsh
bite (n.)	a quick meal

* Note that the form "will be being bitten" is rarely used. To convey a future progressive passive, use the present progressive passive.

blow

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to blow
to have blown
blown
blowing

PASSIVE
to be blown
to have been blown
been blown
being blown

ACTIVE

SIMPLE PRESENT

blow
blow
blows

SIMPLE PAST

blew
blew
blew

SIMPLE FUTURE

will blow
will blow
will blow

PRESENT PROGRESSIVE

am blowing
are blowing
is blowing

PAST PROGRESSIVE

was blowing
were blowing
was blowing

FUTURE PROGRESSIVE

will be blowing
will be blowing
will be blowing

PRESENT PERFECT

have blown
have blown
has blown

PAST PERFECT

had blown
had blown
had blown

FUTURE PERFECT

will have blown
will have blown
will have blown

PRESENT PERFECT PROGRESSIVE

have been blowing
have been blowing
has been blowing

PAST PERFECT PROGRESSIVE

had been blowing
had been blowing
had been blowing

FUTURE PERFECT PROGRESSIVE

will have been blowing
will have been blowing
will have been blowing

EXAMPLES:

The kids are blowing up balloons in preparation for the party this afternoon.

The flag had been blowing in the wind and got wrapped around the pole.

He felt that he had blown his big chance when he failed the test.

PASSIVE

SIMPLE PRESENT

am blown
are blown
is blown

SIMPLE PAST

was blown
were blown
was blown

SIMPLE FUTURE

will be blown
will be blown
will be blown

PRESENT PROGRESSIVE

am being blown
are being blown
is being blown

PAST PROGRESSIVE

was being blown
were being blown
was being blown

FUTURE PROGRESSIVE*

will be being blown*
will be being blown*
will be being blown*

PRESENT PERFECT

have been blown
have been blown
has been blown

PAST PERFECT

had been blown
had been blown
had been blown

FUTURE PERFECT

will have been blown
will have been blown
will have been blown

EXAMPLES:

The sailboat was blown by a strong wind and traveled quickly across the lake.

The plants had all been blown over in the storm.

If we don't take the clothes off the line, they will be blown away.

PRINCIPAL CONDITIONALS

PRESENT

would blow
would blow
would blow

PRESENT PROGRESSIVE

would be blowing
would be blowing
would be blowing

PRESENT PASSIVE

would be blown
would be blown
would be blown

PAST

would have blown
would have blown
would have blown

PAST PROGRESSIVE

would have been blowing
would have been blowing
would have been blowing

PAST PASSIVE

would have been blown
would have been blown
would have been blown

EXAMPLES:

I didn't think he would blow it, but he did.

His knee would have been blown out during the play if he hadn't been wearing the brace.

blow

PRINCIPAL PARTS: blow, blew, blown

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	blow/blows	simple present will + base form	<i>If I <u>blow</u> out all the candles on my birthday cake, my wish comes true, right?</i> <i>If she <u>blows</u> him off again, he won't ask her out any more.</i>
Unreal Present/ Future	blew	would + base form	<i>If the storm <u>blew</u> over, we wouldn't be stuck here.</i>
Unreal Past	had blown	would have + past participle	<i>If the wind <u>had blown</u> in through the open windows we would have felt some relief from the heat.</i>

SUBJUNCTIVE

ACTIVE	blow	<i>We ask that he <u>blow</u> out the candles only after everyone gets to the party.</i>
PASSIVE	be blown	<i>He asked that the candles <u>be blown</u> out after the dinner.</i>

PHRASAL VERBS

blow (someone) away	to impress someone greatly <i>His new artwork <u>blew</u> me away! I had no idea that he was so talented.</i>
blow (someone or something) off	to not do something that you were supposed to do, or to not keep an appointment with someone <i>She's completely unreliable. Every time we make plans, she <u>blows</u> me off.</i>
blow (something) out	to extinguish using your breath; to do serious damage to a joint <i>The football player <u>blew</u> out his knee in the last game and will be out for the rest of the season.</i>
blow over	to pass by without causing harm, even though something appeared problematic initially <i>They predicted the tornado would destroy some houses, but it <u>blew</u> over without causing any damage.</i>
blow (something) up	to destroy something using explosives <i>The radical group called the Weathermen accidentally <u>blew</u> up an apartment building in Chicago in the 1960s.</i>

IDIOMS

to blow something out of proportion	to make something a bigger deal than it really is <i>I'm sorry that I lost the keys, but I don't think it's such a big deal. You're <u>blowing</u> this way out of proportion.</i>
to blow your own horn	to show off your talent, skills or accomplishments <i>I can't stand Tim. I know he's gifted, but does he have to constantly <u>blow</u> his own horn?</i>
to blow your mind	to impress you greatly or to strike you as odd <i>That she would do something so rude completely <u>blows</u> my mind.</i>

RELATED WORDS

whistle-blower (n.)	someone who exposes wrongdoing
blow-by-blow (n.)	a description of something that happened that tells every single detail

* Note that the form "will be being blown" is rarely used. To convey a future progressive passive, use the present progressive passive.

break

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to break
to have broken
broken
breaking

PASSIVE
to be broken
to have been broken
been broken
being broken

ACTIVE

SIMPLE PRESENT

break
break
breaks

SIMPLE PAST

broke
broke
broke

SIMPLE FUTURE

will break
will break
will break

PRESENT PROGRESSIVE

am breaking
are breaking
is breaking

PAST PROGRESSIVE

was breaking
were breaking
was breaking

FUTURE PROGRESSIVE

will be breaking
will be breaking
will be breaking

PRESENT PERFECT

have broken
have broken
has broken

PAST PERFECT

had broken
had broken
had broken

FUTURE PERFECT

will have broken
will have broken
will have broken

PRESENT PERFECT PROGRESSIVE

have been breaking
have been breaking
has been breaking

PAST PERFECT PROGRESSIVE

had been breaking
had been breaking
had been breaking

FUTURE PERFECT PROGRESSIVE

will have been breaking
will have been breaking
will have been breaking

EXAMPLES:

Do we break at 11:00 or 12:00?

Who broke the vase that was sitting on the dining room table?

The workers were called to repair a support beam that was breaking away from the wall.

PASSIVE

SIMPLE PRESENT

am broken
are broken
is broken

SIMPLE PAST

was broken
were broken
was broken

SIMPLE FUTURE

will be broken
will be broken
will be broken

PRESENT PROGRESSIVE

am being broken
are being broken
is being broken

PAST PROGRESSIVE

was being broken
were being broken
was being broken

FUTURE PROGRESSIVE*

will be being broken*
will be being broken*
will be being broken*

PRESENT PERFECT

have been broken
have been broken
has been broken

PAST PERFECT

had been broken
had been broken
had been broken

FUTURE PERFECT

will have been broken
will have been broken
will have been broken

EXAMPLES:

The chair had been broken and shoved in a closet.

His arm was broken again so that it would heal properly.

I'm afraid the raft will be broken if the kids play with it so roughly.

PRINCIPAL CONDITIONALS

PRESENT

would break
would break
would break

PRESENT PROGRESSIVE

would be breaking
would be breaking
would be breaking

PRESENT PASSIVE

would be broken
would be broken
would be broken

PAST

would have broken
would have broken
would have broken

PAST PROGRESSIVE

would have been breaking
would have been breaking
would have been breaking

PAST PASSIVE

would have been broken
would have been broken
would have been broken

EXAMPLES:

We didn't know that the school guards wouldn't break up a fight until the police came.

Your house would have been broken into if you hadn't gotten that alarm system.

I
you/we/they
he/she/it

break

PRINCIPAL PARTS: break, broke, broken

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	break/breaks	simple present	If I <u>break</u> something at work, I have to pay for it.
		will + base form	If she <u>breaks up</u> with him, she'll be much happier.
Unreal Present/ Future	broke	would + base form	If war <u>broke</u> out, we would leave our homeland.
Unreal Past	had broken	would have + past participle	If he <u>had broken</u> my guitar, I would have expected him to fix it.

SUBJUNCTIVE

ACTIVE	break	<i>It is required that a politician break off any connections to private firms before he or she takes office.</i>
PASSIVE	be broken	<i>It is essential that the silence <u>be broken</u> by a member of one of the families.</i>

PHRASAL VERBS

break away	to separate from someone or something <i>The iceberg broke away from the glacier as the temperature began rising.</i>
break down	when something mechanical stops working; also used to describe an emotional collapse <i>My car broke down on the highway, and I had to get it towed. / She broke down in tears when she heard the news of the accident.</i>
break in	to use force to get into a house or building <i>The burglars broke in by forcing the door open.</i>
break out	to start suddenly, usually a war or disease <i>Civil war broke out as soon as the colonizers left the country. / James breaks out in bives when he eats cheese.</i>
break up	to end a relationship <i>Hal and Jeanne broke up after being together for ten years.</i>
break (something) up	to stop two people from fighting <i>The security guard broke up the fight between the students in the school playground.</i>

IDIOMS

to break someone's heart	to cause someone to be very sad or to disappoint someone <i>Tom broke Tanya's heart when he told her he had met someone else.</i>
to break a leg	used to wish someone good luck before a performance or any important event <i>You're on stage next, Cindy. Break a leg!</i>
to break your back	to work very hard <i>I don't know why I'm breaking my back trying to finish this report. My boss probably won't even look at it until next week.</i>
to break the ice	to make an initially uncomfortable situation become more comfortable <i>Nobody was talking at the party, so I told a joke and it broke the ice.</i>

RELATED WORDS

lucky break (n.)	an opportunity that improves your chances for success
heartbreaker (n.)	a person that is often rejecting people and causing them to be unhappy
break-up (n.)	the end of a romantic relationship
broken down (adj.)	old and worn out
nervous breakdown (n.)	a mental collapse

* Note that the form "will be being broken" is rarely used. To convey a future progressive passive, use the present progressive passive.

bring

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to bring
to have brought
brought
bringing

PASSIVE
to be brought
to have been brought
been brought
being brought

ACTIVE

SIMPLE PRESENT

bring
bring
brings

SIMPLE PAST

brought
brought
brought

SIMPLE FUTURE

will bring
will bring
will bring

PRESENT PROGRESSIVE

am bringing
are bringing
is bringing

PAST PROGRESSIVE

was bringing
were bringing
was bringing

FUTURE PROGRESSIVE

will be bringing
will be bringing
will be bringing

PRESENT PERFECT

have brought
have brought
has brought

PAST PERFECT

had brought
had brought
had brought

FUTURE PERFECT

will have brought
will have brought
will have brought

PRESENT PERFECT PROGRESSIVE

have been bringing
have been bringing
has been bringing

PAST PERFECT PROGRESSIVE

had been bringing
had been bringing
had been bringing

FUTURE PERFECT PROGRESSIVE

will have been bringing
will have been bringing
will have been bringing

EXAMPLES:

Mary always brings the most delicious desserts.

Charlie will be bringing home his new girlfriend for dinner tonight, so let's make something special.

Gavin had been bringing the guitars and amps to practice, but he's no longer in the band.

PASSIVE

SIMPLE PRESENT

am brought
are brought
is brought

SIMPLE PAST

was brought
were brought
was brought

SIMPLE FUTURE

will be brought
will be brought
will be brought

PRESENT PROGRESSIVE

am being brought
are being brought
is being brought

PAST PROGRESSIVE

was being brought
were being brought
was being brought

FUTURE PROGRESSIVE*

will be being brought*
will be being brought*
will be being brought*

PRESENT PERFECT

have been brought
have been brought
has been brought

PAST PERFECT

had been brought
had been brought
had been brought

FUTURE PERFECT

will have been brought
will have been brought
will have been brought

EXAMPLES:

Some new reporters were brought in to try to change the newspaper's image.

The unrest was brought on by the director's inability to communicate with his staff.

The child had been brought up in an orphanage.

PRINCIPAL CONDITIONALS

PRESENT

would bring
would bring
would bring

PRESENT PROGRESSIVE

would be bringing
would be bringing
would be bringing

PRESENT PASSIVE

would be brought
would be brought
would be brought

PAST

would have brought
would have brought
would have brought

PAST PROGRESSIVE

would have been bringing
would have been bringing
would have been bringing

PAST PASSIVE

would have been brought
would have been brought
would have been brought

EXAMPLES:

We were hoping you would bring your daughter so that we could meet her.

I would have brought the pictures from my last trip if I had thought about it.

I
you/we/they
he/she/it

bring

PRINCIPAL PARTS: bring, brought, brought

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	bring/brings	simple present will + base form	If I <u>bring</u> the wine, he usually <u>brings</u> the snacks. If she <u>brings</u> her mom to the party, we'll be happy to see her.
Unreal Present/ Future	brought	would + base form	If we <u>brought</u> up the money they owe us, they would be offended.
Unreal Past	had brought	would have + past participle	If the weather <u>had brought</u> on her moodiness, things would have changed when we moved to Florida.

SUBJUNCTIVE

ACTIVE	bring	It is essential that each musician <u>bring</u> his or her own stand and music.
PASSIVE	be brought	We ask that beach towels <u>be brought</u> to the front desk.

PHRASAL VERBS

bring (something) about	to cause a change to occur <i>Her kind words <u>brought</u> about a change in Ellen's attitude.</i>
bring (something) on	to cause something to happen <i>What <u>brought</u> on her bad mood?</i>
bring (something) out	to make something more apparent <i>The blue in your sweater <u>brings</u> out the color of your eyes.</i>
bring (someone) up	to raise someone <i>I was <u>brought</u> up by my grandparents.</i>

IDIOMS

to bring someone down a peg	to make someone feel that they are less important than they might have thought <i>John needs to be <u>brought</u> down a peg. He's beginning to get so arrogant.</i>
to bring someone to his or her knees	to take the power away from someone, especially in a war or competition <i>The new company soon got all of the business in the tri-state region. They <u>brought</u> the competition to their knees.</i>
to bring something to someone's attention	to let someone know about something <i>The memo <u>brought</u> to my attention the need for new computers in the ESL lab.</i>
to bring out the best/worst in someone	to cause someone to behave well or badly <i>He really <u>shouldn't</u> drink; alcohol <u>brings</u> out the worst in him.</i>

* Note that the form "will be being brought" is rarely used. To convey a future progressive passive, use the present progressive passive.

brush

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to brush
to have brushed
brushed
brushing

PASSIVE
to be brushed
to have been brushed
been brushed
being brushed

ACTIVE

SIMPLE PRESENT

brush
brush
brushes

SIMPLE PAST

brushed
brushed
brushed

SIMPLE FUTURE

will brush
will brush
will brush

PRESENT PROGRESSIVE

am brushing
are brushing
is brushing

PAST PROGRESSIVE

was brushing
were brushing
was brushing

FUTURE PROGRESSIVE

will be brushing
will be brushing
will be brushing

PRESENT PERFECT

have brushed
have brushed
has brushed

PAST PERFECT

had brushed
had brushed
had brushed

FUTURE PERFECT

will have brushed
will have brushed
will have brushed

PRESENT PERFECT PROGRESSIVE

have been brushing
have been brushing
has been brushing

PAST PERFECT PROGRESSIVE

had been brushing
had been brushing
had been brushing

FUTURE PERFECT PROGRESSIVE

will have been brushing
will have been brushing
will have been brushing

EXAMPLES:

Her mother brushes her long, thick hair every morning.

They were brushing up on their performance until the last moment.

Did you brush your teeth?

PASSIVE

SIMPLE PRESENT

am brushed
are brushed
is brushed

SIMPLE PAST

was brushed
were brushed
was brushed

SIMPLE FUTURE

will be brushed
will be brushed
will be brushed

PRESENT PROGRESSIVE

am being brushed
are being brushed
is being brushed

PAST PROGRESSIVE

was being brushed
were being brushed
was being brushed

FUTURE PROGRESSIVE*

will be being brushed*
will be being brushed*
will be being brushed*

PRESENT PERFECT

have been brushed
have been brushed
has been brushed

PAST PERFECT

had been brushed
had been brushed
had been brushed

FUTURE PERFECT

will have been brushed
will have been brushed
will have been brushed

EXAMPLES:

They had been brushed off so many times by the company that they decided to take their concept elsewhere.

The new idea was quickly brushed aside by the board of trustees.

All of the animals have been washed and brushed by the vet's assistant.

PRINCIPAL CONDITIONALS

PRESENT

would brush
would brush
would brush

PRESENT PROGRESSIVE

would be brushing
would be brushing
would be brushing

PRESENT PASSIVE

would be brushed
would be brushed
would be brushed

PAST

would have brushed
would have brushed
would have brushed

PAST PROGRESSIVE

would have been brushing
would have been brushing
would have been brushing

PAST PASSIVE

would have been brushed
would have been brushed
would have been brushed

EXAMPLES:

I would brush my teeth more often if I brought a toothbrush to work.

We didn't know that our idea would be brushed aside without any real discussion.

brush

PRINCIPAL PARTS: brush, brushed, brushed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	brush/brushes	simple present will + base form	<i>If I <u>brush</u> my teeth with that toothbrush, my gums bleed.</i> <i>If the boy <u>brushes</u> his hair before the picture, he'll look much better.</i>
Unreal Present/ Future	brushed	would + base form	<i>If we <u>brushed</u> them off, they would be offended.</i>
Unreal Past	had brushed	would have + past participle	<i>If I <u>had brushed</u> the cat last night, we would have found the tick sooner.</i>

SUBJUNCTIVE

ACTIVE	brush	<i>It is important that you <u>brush</u> up on your Shakespeare before the test.</i>
PASSIVE	be brushed	<i>It is essential that the horses <u>be brushed</u> every day.</i>

PHRASAL VERBS

brush (something) aside	to not consider something, or to disregard it as not feasible or not important <i>They brushed aside the concerns of members of the community and started to build the new stadium without delay.</i>
brush (someone or something) off	to dismiss or ignore <i>I don't know how I offended my manager, but he always brushes me off, even when I have a good idea.</i>
brush up on (something)	to perfect or to refresh one's knowledge <i>I had to brush up on my Spanish before the oral test, considering that it had been months since I had spoken the language.</i>

IDIOMS

to brush it under the carpet	to relegate something to secrecy, to ignore a problem <i>The corporation tried to solve their tax problem by brushing it under the carpet, but the press found out about it.</i>
------------------------------	---

RELATED WORDS

brush (n.)	a tool which is used to clean a variety of things or to keep hair from tangling
brush-off (n.)	a dismissal
brush with greatness (n.)	an experience in which you were close to someone who is successful or famous

* Note that the form "will be being brushed" is rarely used. To convey a future progressive passive, use the present progressive passive.

build

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to build
to have built
built
building

PASSIVE
to be built
to have been built
been built
being built

ACTIVE

SIMPLE PRESENT

build
build
builds

SIMPLE PAST

built
built
built

SIMPLE FUTURE

will build
will build
will build

PRESENT PROGRESSIVE

am building
are building
is building

PAST PROGRESSIVE

was building
were building
was building

FUTURE PROGRESSIVE

will be building
will be building
will be building

PRESENT PERFECT

have built
have built
has built

PAST PERFECT

had built
had built
had built

FUTURE PERFECT

will have built
will have built
will have built

PRESENT PERFECT PROGRESSIVE

have been building
have been building
has been building

PAST PERFECT PROGRESSIVE

had been building
had been building
had been building

FUTURE PERFECT PROGRESSIVE

will have been building
will have been building
will have been building

EXAMPLES:

My architectural firm builds educational institutions.

Frank Lloyd Wright built his home and studio in Oak Park, Illinois.

PASSIVE

SIMPLE PRESENT

am built
are built
is built

SIMPLE PAST

was built
were built
was built

SIMPLE FUTURE

will be built
will be built
will be built

PRESENT PROGRESSIVE

am being built
are being built
is being built

PAST PROGRESSIVE

was being built
were being built
was being built

FUTURE PROGRESSIVE*

will be being built*
will be being built*
will be being built*

PRESENT PERFECT

have been built
have been built
has been built

PAST PERFECT

had been built
had been built
had been built

FUTURE PERFECT

will have been built
will have been built
will have been built

EXAMPLES:

The Brooklyn Bridge was built in the 1860s.

We lived with my mother while our house was being built.

After it had been built at the onset of the Great Depression, the Empire State Building remained empty for years.

PRINCIPAL CONDITIONALS

PRESENT

would build
would build
would build

PRESENT PROGRESSIVE

would be building
would be building
would be building

PRESENT PASSIVE

would be built
would be built
would be built

PAST

would have built
would have built
would have built

PAST PROGRESSIVE

would have been building
would have been building
would have been building

PAST PASSIVE

would have been built
would have been built
would have been built

EXAMPLES:

We would build our own home, but the expense is astronomical.

The neighbors protested when they learned that an expensive housing complex would be built in their neighborhood.

I
you/we/they
he/she/it

build

PRINCIPAL PARTS: build, built, built

13

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	build/builds	simple present will + base form	<i>If I build a tree house for the kids, they can play in it.</i> <i>If the landlord builds another apartment building behind ours, we will lose our sunlight.</i>
Unreal Present/ Future	built	would + base form	<i>If we built the house next to the waterfall, we would see it and bear it all the time.</i>
Unreal Past	had built	would have + past participle	<i>If I had built my home several years ago, I would have saved thousands of dollars.</i>

SUBJUNCTIVE

ACTIVE	build	<i>We ask that he not build a garage next to where the children play.</i>
PASSIVE	be built	<i>It is essential that the house be built according to the specifications of the owner.</i>

PHRASAL VERBS

build into	to add something in where something else already exists <i>The cabinets were built into all of the rooms on the first floor.</i>
build on	to use a foundation which you already have to move forward from <i>Building on his experience as a chef and a waiter, he decided to open a restaurant.</i>
build (someone) up	to make someone feel like he or she is doing well, to encourage; to place expectations on someone <i>His manager always has to build him up before he goes on stage. / He built me up to be someone I'm not.</i>
build up to	to lead into, to come before <i>The argument built up to their ultimate separation.</i>

IDIOMS

to build bridges	to make connections <i>He's always building bridges with other people in his field. That's why he's so successful.</i>
------------------	---

RELATED WORDS

builder (n.)	a person who constructs buildings or homes
building block (n.)	the pieces that are used to construct something
well-built (adj.)	having a good figure (a person), or well-constructed
built-in (adj.)	included in the construction or the price of something

* Note that the form "will be being built" is rarely used. To convey a future progressive passive, use the present progressive passive.

burn

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to burn
to have burned
burned
burning

PASSIVE
to be burned
to have been burned
been burned
being burned

ACTIVE

SIMPLE PRESENT

burn
burn
burns

SIMPLE PAST

burned
burned
burned

SIMPLE FUTURE

will burn
will burn
will burn

PRESENT PROGRESSIVE

am burning
are burning
is burning

PAST PROGRESSIVE

was burning
were burning
was burning

FUTURE PROGRESSIVE

will be burning
will be burning
will be burning

PRESENT PERFECT

have burned
have burned
has burned

PAST PERFECT

had burned
had burned
had burned

FUTURE PERFECT

will have burned
will have burned
will have burned

PRESENT PERFECT PROGRESSIVE

have been burning
have been burning
has been burning

PAST PERFECT PROGRESSIVE

had been burning
had been burning
had been burning

FUTURE PERFECT PROGRESSIVE

will have been burning
will have been burning
will have been burning

EXAMPLES:

We went out to dinner because I burned the lasagna.

The family was burning a candle in honor of their son who had died.

Have you noticed that all the light bulbs have burned out?

PASSIVE

SIMPLE PRESENT

am burned
are burned
is burned

SIMPLE PAST

was burned
were burned
was burned

SIMPLE FUTURE

will be burned
will be burned
will be burned

PRESENT PROGRESSIVE

am being burned
are being burned
is being burned

PAST PROGRESSIVE

was being burned
were being burned
was being burned

FUTURE PROGRESSIVE*

will be being burned*
will be being burned*
will be being burned*

PRESENT PERFECT

have been burned
have been burned
has been burned

PAST PERFECT

had been burned
had been burned
had been burned

FUTURE PERFECT

will have been burned
will have been burned
will have been burned

EXAMPLES:

The leaves were being burned behind the house next door.

I'm afraid the meal will be burned if we don't take it out of the oven right now.

The girl had been burned in the fire and had scars that covered her legs.

PRINCIPAL CONDITIONALS

PRESENT

would burn
would burn
would burn

PRESENT PROGRESSIVE

would be burning
would be burning
would be burning

PRESENT PASSIVE

would be burned
would be burned
would be burned

PAST

would have burned
would have burned
would have burned

PAST PROGRESSIVE

would have been burning
would have been burning
would have been burning

PAST PASSIVE

would have been burned
would have been burned
would have been burned

EXAMPLES:

The gasoline would burn more efficiently if you had a tune-up.

The teacher would have burned out years before if he hadn't taken a sabbatical every few years.

The beach fire would still be burning if it hadn't started to rain.

I
you/we/they
he/she/it

burn

PRINCIPAL PARTS: burn, burned/burnt, burned/burnt

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	burn/burns	simple present will + base form	If you burn yourself, go to the hospital. If the fire burns itself out during the night, you'll have to start it again in the morning.
Unreal Present/ Future	burned	would + base form	If the house burned down, we would find temporary housing for the family.
Unreal Past	had burned	would have + past participle	If the murderer hadn't burned the evidence, we would've had a much stronger case.

SUBJUNCTIVE

ACTIVE	burn	The owner asked that we burn the leaves while he is away.
PASSIVE	be burned	We recommend that contaminated clothing be burned in order not to spread infection.

PHRASAL VERBS

burn down	to be destroyed completely by fire; used for buildings <i>The abandoned house had burned down by the time the firefighters arrived.</i>
burn out	to be drained of energy or drive as a result of working too much <i>Teachers often burn out in this school because of all the discipline problems.</i>
burn up	to be completely destroyed by fire <i>The debris from the space shuttle burned up as it reentered the atmosphere.</i>

IDIOMS

to burn (your) bridges	to destroy relationships that could have been valuable to you in the future <i>I know that you're very happy about your new job, but don't burn your bridges at your old company. You never know when you might want to go back.</i>
to burn the candle at both ends	to try to do too much so that you end up completely exhausted <i>She's burning the candle at both ends, trying to go out every night after working a full-time job.</i>
to burn a hole in your pocket	to be sitting there eager to be used; used with money or credit cards <i>Let's go out to dinner—my treat. This money is burning a hole in my pocket.</i>

RELATED WORDS

burned-out (adj.)	completely exhausted of energy or drive after working too much
burner (n.)	the ring on top of the stove where you cook food or heat liquids

* Note that the form "will be being burned" is rarely used. To convey a future progressive passive, use the present progressive passive.

buy

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to buy
to have bought
bought
buying

PASSIVE
to be bought
to have been bought
been bought
being bought

ACTIVE

SIMPLE PRESENT

buy
buy
buys

SIMPLE PAST

bought
bought
bought

SIMPLE FUTURE

will buy
will buy
will buy

PRESENT PROGRESSIVE

am buying
are buying
is buying

PAST PROGRESSIVE

was buying
were buying
was buying

FUTURE PROGRESSIVE

will be buying
will be buying
will be buying

PRESENT PERFECT

have bought
have bought
has bought

PAST PERFECT

had bought
had bought
had bought

FUTURE PERFECT

will have bought
will have bought
will have bought

PRESENT PERFECT PROGRESSIVE

have been buying
have been buying
has been buying

PAST PERFECT PROGRESSIVE

had been buying
had been buying
had been buying

FUTURE PERFECT PROGRESSIVE

will have been buying
will have been buying
will have been buying

EXAMPLES:

We are buying a new house in upstate New York.

The magazine didn't buy my article, but I'm sending it on to other places where it might get published.

The farmers had bought thousands of acres of land before they realized that it had been contaminated.

PASSIVE

SIMPLE PRESENT

am bought
are bought
is bought

SIMPLE PAST

was bought
were bought
was bought

SIMPLE FUTURE

will be bought
will be bought
will be bought

PRESENT PROGRESSIVE

am being bought
are being bought
is being bought

PAST PROGRESSIVE

was being bought
were being bought
was being bought

FUTURE PROGRESSIVE*

will be being bought*
will be being bought*
will be being bought*

PRESENT PERFECT

have been bought
have been bought
has been bought

PAST PERFECT

had been bought
had been bought
had been bought

FUTURE PERFECT

will have been bought
will have been bought
will have been bought

EXAMPLES:

Our family home was bought by some friends of mine from high school.

I'm hoping that this table will be bought by someone before we have to close up.

How many copies of your new book have been bought?

PRINCIPAL CONDITIONALS

PRESENT

would buy
would buy
would buy

PRESENT PROGRESSIVE

would be buying
would be buying
would be buying

PRESENT PASSIVE

would be bought
would be bought
would be bought

PAST

would have bought
would have bought
would have bought

PAST PROGRESSIVE

would have been buying
would have been buying
would have been buying

PAST PASSIVE

would have been bought
would have been bought
would have been bought

EXAMPLES:

We would have bought more stock in your company if more had been available.

I never thought that you would buy your daughter a convertible.

buy

PRINCIPAL PARTS: buy, bought, bought

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	buy/buys	simple present will + base form	<i>If I <u>buy</u> lunch, you leave the tip.</i> <i>If he <u>buys</u> so many toys for his son, he'll end up having a spoiled child.</i>
Unreal Present/ Future	bought	would + base form	<i>If you <u>bought</u> her a gift every once and a while, she would appreciate it.</i>
Unreal Past	had bought	would have + past participle	<i>If I <u>had bought</u> up more property in this area when it was cheap, I would have made a lot of money.</i>

SUBJUNCTIVE

ACTIVE	buy	<i>We recommend that you <u>buy</u> a three-year warranty to go along with your product.</i>
PASSIVE	be bought	<i>We ask that a membership <u>be bought</u> before the first of September.</i>

PHRASAL VERBS

buy into (something)	to believe in a certain idea <i>She <u>bought into</u> the idea that girls didn't play basketball.</i>
buy off	to convince someone (not) to do something by paying him or her money <i>The article informed us that two members of the jury had been <u>bought off</u>, and therefore had found the defendant not guilty.</i>
buy out	to purchase all of someone's shares in a business so that he or she no longer has a stake <i>We <u>bought out</u> Dr. Kramer's share in the company.</i>
buy up	to buy all of what is available of a certain item <i>The real estate company <u>bought up</u> all of the land around the hospital to build housing.</i>

IDIOMS

to buy someone's story	to believe what someone is saying <i>My parents <u>didn't buy</u> my story about how I got into an accident.</i>
to buy time	to do something that allows you to delay making a final decision <i>We <u>bought time</u> by asking the CEO to give us more figures concerning the company's profits from the previous year.</i>

RELATED WORDS

buyer (n.)	the person who is buying something
buyer's market (n.)	when prices are low, and therefore favorable to someone who is buying
buyout (n.)	a situation in which someone buys all of the shares of a company and thereby takes control of it

* Note that the form "will be being bought" is rarely used. To convey a future progressive passive, use the present progressive passive.

call

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to call
to have called
called
calling

PASSIVE
to be called
to have been called
been called
being called

ACTIVE

SIMPLE PRESENT

call
call
calls

SIMPLE PAST

called
called
called

SIMPLE FUTURE

will call
will call
will call

PRESENT PROGRESSIVE

am calling
are calling
is calling

PAST PROGRESSIVE

was calling
were calling
was calling

FUTURE PROGRESSIVE

will be calling
will be calling
will be calling

PRESENT PERFECT

have called
have called
has called

PAST PERFECT

had called
had called
had called

FUTURE PERFECT

will have called
will have called
will have called

PRESENT PERFECT PROGRESSIVE

have been calling
have been calling
has been calling

PAST PERFECT PROGRESSIVE

had been calling
had been calling
had been calling

FUTURE PERFECT PROGRESSIVE

will have been calling
will have been calling
will have been calling

EXAMPLES:

What happened to Mr. and Ms. Burns? We haven't called them in ages.

The doctor's office has been calling all morning. It must be something important.

You didn't tell me that my mother had called. When did she call?

PASSIVE

SIMPLE PRESENT

am called
are called
is called

SIMPLE PAST

was called
were called
was called

SIMPLE FUTURE

will be called
will be called
will be called

PRESENT PROGRESSIVE

am being called
are being called
is being called

PAST PROGRESSIVE

was being called
were being called
was being called

FUTURE PROGRESSIVE*

will be being called*
will be being called*
will be being called*

PRESENT PERFECT

have been called
have been called
has been called

PAST PERFECT

had been called
had been called
had been called

FUTURE PERFECT

will have been called
will have been called
will have been called

EXAMPLES:

My name is Gabrielle, but I'm called Gabby.

The actors were being called on one by one at the audition.

All of the guests had been called and notified that the location of the reception had been changed.

PRINCIPAL CONDITIONALS

FIRST

would call
would call
would call

PRESENT PROGRESSIVE

would be calling
would be calling
would be calling

PRESENT PASSIVE

would be called
would be called
would be called

PAST

would have called
would have called
would have called

PAST PROGRESSIVE

would have been calling
would have been calling
would have been calling

PAST PASSIVE

would have been called
would have been called
would have been called

EXAMPLES:

Would you call us and let us know when you're coming?

All of the students would have been called on if there had been more time.

I
you/we/they
he/she/it

call

PRINCIPAL PARTS: call, called, called

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	call/calls	simple present will + base form	If he <u>calls</u> me at 10:00, I can be there by 11:00. If I <u>call</u> my brother too early, he won't answer the phone.
Unreal Present/ Future	called	would + base form	If we <u>called</u> around, we would find a better price.
Unreal Past	had called	would have + past participle	If they <u>had called</u> the game because of rain, we would have gotten our money back.

SUBJUNCTIVE

ACTIVE	call	We insist that the doctor <u>call</u> as soon as he knows anything.
PASSIVE	be called	It is essential that I <u>be called</u> and notified of any changes in the patient's condition.

PHRASAL VERBS

call back	to return a phone call or to ask somebody to return for a second interview or audition <i>Did you call Mr. Smith back? / I can't believe they called me back for the second round of auditions.</i>
call for	to require <i>This recipe calls for two cups of butter.</i>
call in	to ask someone to come somewhere, especially to work, or to ask a specialist to become involved in solving a problem <i>The restaurant was so busy that we had to call in two more waiters. / I don't know how to get rid of this bees' nest. I think we'll have to call in an exterminator.</i>
call off	to cancel <i>The outdoor performance of the ballet was called off because of rain.</i>
call on	to visit <i>It would be nice if we could call on Mary in the rehabilitation center.</i>
call out	to focus attention on someone for something that he or she has done wrong <i>My classmate called me out for not having finished my part of the presentation.</i>

IDIOMS

to call it a day	to finish working <i>Let's do one more chapter and then call it a day.</i>
to call it for what it is	to be honest about something <i>This is discrimination. We need to call it for what it is.</i>
to call something into question	to express doubts about something <i>His theory was called into question after an outside source did further investigations.</i>
to call the shots	to be in charge of a situation <i>Who's calling the shots here?</i>

RELATED WORDS

caller (n.)	a person who is calling someone on the telephone, or a person visiting someone's home
calling card (n.)	a card that is bought and then used to make telephone calls
calling (n.)	a feeling of duty
call-waiting (n.)	a service on your telephone in which you are notified of a second call when you are already on the phone

* Note that the form "will be being called" is rarely used. To convey a future progressive passive, use the present progressive passive.

carry

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to carry
to have carried
carried
carrying

PASSIVE
to be carried
to have been carried
been carried
being carried

ACTIVE

SIMPLE PRESENT

carry
carry
carries

SIMPLE PAST

carried
carried
carried

SIMPLE FUTURE

will carry
will carry
will carry

PRESENT PROGRESSIVE

am carrying
are carrying
is carrying

PAST PROGRESSIVE

was carrying
were carrying
was carrying

FUTURE PROGRESSIVE

will be carrying
will be carrying
will be carrying

PRESENT PERFECT

have carried
have carried
has carried

PAST PERFECT

had carried
had carried
had carried

FUTURE PERFECT

will have carried
will have carried
will have carried

PRESENT PERFECT PROGRESSIVE

have been carrying
have been carrying
has been carrying

PAST PERFECT PROGRESSIVE

had been carrying
had been carrying
had been carrying

FUTURE PERFECT PROGRESSIVE

will have been carrying
will have been carrying
will have been carrying

EXAMPLES:

He always carried his father's watch with him.

Will you carry my bag for a while? It's really heavy.

You have been carrying on about this for months!

PASSIVE

SIMPLE PRESENT

am carried
are carried
is carried

SIMPLE PAST

was carried
were carried
was carried

SIMPLE FUTURE

will be carried
will be carried
will be carried

PRESENT PROGRESSIVE

am being carried
are being carried
is being carried

PAST PROGRESSIVE

was being carried
were being carried
was being carried

FUTURE PROGRESSIVE*

will be being carried*
will be being carried*
will be being carried*

PRESENT PERFECT

have been carried
have been carried
has been carried

PAST PERFECT

had been carried
had been carried
had been carried

FUTURE PERFECT

will have been carried
will have been carried
will have been carried

EXAMPLES:

We were carried away and bought the most expensive car we found.

The tent and backpack had been carried by each member of the camping group at different times during the day.

Just as we got home, all of our belongings were being carried off by the burglars.

PRINCIPAL CONDITIONALS

PRESENT

would carry
would carry
would carry

PRESENT PROGRESSIVE

would be carrying
would be carrying
would be carrying

PRESENT PASSIVE

would be carried
would be carried
would be carried

PAST

would have carried
would have carried
would have carried

PAST PROGRESSIVE

would have been carrying
would have been carrying
would have been carrying

PAST PASSIVE

would have been carried
would have been carried
would have been carried

EXAMPLES:

Would you carry the suitcase for a while?

We didn't know whom the Olympic torch would be carried by until the list appeared in the paper.

carry

PRINCIPAL PARTS: carry, carried, carried

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	carry/carries	simple present will + base form	If I <u>carry</u> on about something, she inevitably gives in. If she <u>carries</u> that stuffed animal around, I won't go with her on the trip!
Unreal Present/ Future	carried	would + base form	If we <u>carried</u> the project out as planned, John would be more than satisfied.
Unreal Past	had carried	would have + past participle	If the last administration's work <u>had carried</u> over into the new administration, they wouldn't have had the kind of problems they did.

SUBJUNCTIVE

ACTIVE	carry	<i>It is important that we <u>carry</u> on the work of the last director.</i>
PASSIVE	be carried	<i>We ask that the evening's activities <u>be carried</u> out as planned.</i>

PHRASAL VERBS

carry (something) off	to do something successfully <i>He wanted them to believe that he was over twenty-one, but he couldn't carry it off.</i>
carry on	to continue <i>I want to carry on where the last teacher left off.</i>
carry (something) out	to do something that was planned earlier <i>The plan for building a new planetarium was finally carried out.</i>
carry over	when something that had influence continues to have influence under a new set of circumstances, it carries over <i>We hope that his ideas will carry over into the new curriculum.</i>

IDIOMS

to carry the show	to be the most successful part of a production, the part that makes it work <i>Lindsey's acting is great, but you know it's Andy who carries the show.</i>
to carry your weight	to do what you are responsible for <i>Some people in the group are not carrying their weight. Otherwise, all of the work would be done.</i>
to carry a torch for someone	to be in love with someone <i>Linda is married. I don't know why Bill continues to carry a torch for her.</i>

RELATED WORDS

carry-all (n.)	a large bag that is large enough to fit everything you need for an outing
carry-on (n.)	a suitcase that doesn't exceed the limit that an airline gives, and can be brought on board

* Note that the form "will be being carried" is rarely used. To convey a future progressive passive, use the present progressive passive.

catch

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to catch
to have caught
caught
catching

PASSIVE
to be caught
to have been caught
been caught
being caught

ACTIVE

SIMPLE PRESENT

catch
catch
catches

SIMPLE PAST

caught
caught
caught

SIMPLE FUTURE

will catch
will catch
will catch

PRESENT PROGRESSIVE

am catching
are catching
is catching

PAST PROGRESSIVE

was catching
were catching
was catching

FUTURE PROGRESSIVE

will be catching
will be catching
will be catching

PRESENT PERFECT

have caught
have caught
has caught

PAST PERFECT

had caught
had caught
had caught

FUTURE PERFECT

will have caught
will have caught
will have caught

PRESENT PERFECT PROGRESSIVE

have been catching
have been catching
has been catching

PAST PERFECT PROGRESSIVE

had been catching
had been catching
had been catching

FUTURE PERFECT PROGRESSIVE

will have been catching
will have been catching
will have been catching

EXAMPLES:

We catch the 7:30 bus every morning.

Will you catch any of that TV show tonight?

One of the kids had caught a bad cold that was passed on to several other students.

PASSIVE

SIMPLE PRESENT

am caught
are caught
is caught

SIMPLE PAST

was caught
were caught
was caught

SIMPLE FUTURE

will be caught
will be caught
will be caught

PRESENT PROGRESSIVE

am being caught
are being caught
is being caught

PAST PROGRESSIVE

was being caught
were being caught
was being caught

FUTURE PROGRESSIVE*

will be being caught*
will be being caught*
will be being caught*

PRESENT PERFECT

have been caught
have been caught
has been caught

PAST PERFECT

had been caught
had been caught
had been caught

FUTURE PERFECT

will have been caught
will have been caught
will have been caught

EXAMPLES:

How were the bank robbers caught?

The clerk next to me was caught taking money from her drawer.

I wouldn't have continued playing those practical jokes if I had been caught.

PRINCIPAL CONDITIONALS

FUTURE

would catch
would catch
would catch

PRESENT PROGRESSIVE

would be catching
would be catching
would be catching

PRESENT PASSIVE

would be caught
would be caught
would be caught

PAST

would have caught
would have caught
would have caught

PAST PROGRESSIVE

would have been catching
would have been catching
would have been catching

PAST PASSIVE

would have been caught
would have been caught
would have been caught

EXAMPLES:

We wouldn't have caught the show on TV last night if my mother hadn't told us it was on.

The mouse would have been caught if we had had better mousetraps.

catch

PRINCIPAL PARTS: catch, caught, caught

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	catch/catches	simple present will + base form	<i>If I <u>catch</u> the news on TV, I know what the weather is going to be for the following day.</i> <i>If she <u>catches</u> me taking money from her purse, she'll kill me.</i>
Unreal Present/ Future	caught	would + base form	<i>If we <u>caught</u> that last train, we would still make it on time.</i>
Unreal Past	had caught	would have + past participle	<i>If I <u>had caught</u> him in the act, I would have gone to the police.</i>

SUBJUNCTIVE

ACTIVE	catch	<i>They suggested that we <u>catch</u> a show at a theater in the Broadway district.</i>
PASSIVE	be caught	<i>It is vital that the perpetrators <u>be caught</u> and brought to justice.</i>

PHRASAL VERBS

catch on	to begin to gain popularity <i>I couldn't believe that slogan t-shirts would <u>catch on</u> again thirty-five years later.</i>
catch up (on)	to work hard to complete work that you missed <i>When Maddie returned after she was out with the chicken pox, she had a lot of work to <u>catch up on</u>.</i>
catch up (with)	to work hard to come to the same place where others are <i>By kilometer 23, I <u>had caught up with</u> the runners that had left me in the dust at the beginning of the race. / When she saw how far the rest of the students were on their physics problems, she thought she would never <u>catch up</u>.</i>

IDIOMS

to catch someone off guard	to surprise someone <i>He <u>caught me off guard</u> when he asked me to marry him.</i>
to catch a few winks	to take a nap <i>You guys go ahead. I'm going to try to <u>catch a few winks</u> before dinner.</i>
to catch someone's drift	to understand what someone is saying <i>Do you <u>catch my drift</u> or should I explain the idea again?</i>
to not be caught dead (doing something)	to refuse to do something <i>Issak <u>wouldn't be caught dead</u> wearing a suit and tie, even to his own funeral.</i>
to catch someone red-handed	to find someone while he or she is in the process of doing something wrong <i>The thief was <u>caught red-handed</u> taking the silver out of the drawers.</i>

RELATED WORDS

catch (n.)	a problem
catch-all (adj.)	something that can be used in any situation
catch-as-catch-can (adv.)	by any means or in the best way you know how

* Note that the form "will be being caught" is rarely used. To convey a future progressive passive, use the present progressive passive.

check

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to check
to have checked
checked
checking

PASSIVE
to be checked
to have been checked
been checked
being checked

ACTIVE

SIMPLE PRESENT

check
check
checks

SIMPLE PAST

checked
checked
checked

SIMPLE FUTURE

will check
will check
will check

PRESENT PROGRESSIVE

am checking
are checking
is checking

PAST PROGRESSIVE

was checking
were checking
was checking

FUTURE PROGRESSIVE

will be checking
will be checking
will be checking

PRESENT PERFECT

have checked
have checked
has checked

PAST PERFECT

had checked
had checked
had checked

FUTURE PERFECT

will have checked
will have checked
will have checked

PRESENT PERFECT PROGRESSIVE

have been checking
have been checking
has been checking

PAST PERFECT PROGRESSIVE

had been checking
had been checking
had been checking

FUTURE PERFECT PROGRESSIVE

will have been checking
will have been checking
will have been checking

EXAMPLES:

Did you check that the kids were asleep before you left the house?

I haven't checked the oil for months. I'm sure I need to get it changed.

My husband will check with you later to make sure that you have everything you need.

PASSIVE

SIMPLE PRESENT

am checked
are checked
is checked

SIMPLE PAST

was checked
were checked
was checked

SIMPLE FUTURE

will be checked
will be checked
will be checked

PRESENT PROGRESSIVE

am being checked
are being checked
is being checked

PAST PROGRESSIVE

was being checked
were being checked
was being checked

FUTURE PROGRESSIVE*

will be being checked*
will be being checked*
will be being checked*

PRESENT PERFECT

have been checked
have been checked
has been checked

PAST PERFECT

had been checked
had been checked
had been checked

FUTURE PERFECT

will have been checked
will have been checked
will have been checked

EXAMPLES:

The customers were checked in and the flight was ready to leave.

Everything on the airplane had been checked and double-checked.

PRINCIPAL CONDITIONALS

PRESENT

would check
would check
would check

PRESENT PROGRESSIVE

would be checking
would be checking
would be checking

PRESENT PASSIVE

would be checked
would be checked
would be checked

PAST

would have checked
would have checked
would have checked

PAST PROGRESSIVE

would have been checking
would have been checking
would have been checking

PAST PASSIVE

would have been checked
would have been checked
would have been checked

EXAMPLES:

Would you check with me before you leave?

I would have checked the gas but I thought we had plenty.

check

PRINCIPAL PARTS: check, checked, checked

Important Forms in Use

IF/THEN CONDITIONALS

	IF...	... THEN	EXAMPLE
Real Present/ Future	check/checks	simple present	If I <u>check</u> the weather before I leave the house, I can figure out if I need to bring a jacket with me.
		will + base form	If she <u>checks</u> out the story, she'll find that there's no truth to it.
Unreal Present/ Future	checked	would + base form	If we <u>checked</u> up on them a couple of times a day, would that be enough?
Unreal Past	had checked	would have + past participle	If I <u>had checked</u> the time before we left, we would have seen that we were running late.

SUBJUNCTIVE

ACTIVE	check	We require that airport personnel <u>check</u> all boarding passes before passengers enter the gates.
PASSIVE	be checked	We ask that any baggage larger than carry-on size <u>be checked</u> .

PHRASAL VERBS

check in	to register at a hotel or airport <i>As soon as we got to the hotel, Harry went to the front desk to check in.</i>
check in with	to let someone know of your presence, to visit <i>Check in with me every once in a while to report on your progress.</i>
check on (someone or something)	to look at someone or something to see if everything is okay <i>When I was in vacation, I gave Alphonse the keys so he could check on my house periodically.</i>
check out	to leave a hotel <i>We checked out at noon in order to avoid paying for an extra day.</i>
check (someone or something) out	to try to find out something; to look at someone or something <i>Can you check out whether the movie is really playing tonight? / His friend told him to check out the girl standing in the corner.</i>

IDIOMS

to double-check	to look at something again to make sure it's okay <i>We checked and double-checked, but we couldn't find anything wrong with the car.</i>
to check something off your list	to finish a chore, or to accomplish something that you wanted to do <i>Well, now that we've been to Niagara Falls, I can check that off my list of places that I want to see.</i>

RELATED WORDS

checks and balances (n.)	a systems that ensures that different branches of the government have equal power
rain check (n.)	a certificate for later purchase of a sale product that was out of stock when you tried to purchase it
check-up (n.)	when a doctor looks at a patient's overall health
checklist (n.)	a list of requirements or items that you want to accomplish

* Note that the form "will be being checked" is rarely used. To convey a future progressive passive, use the present progressive passive.

choose

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to choose
to have chosen
chosen
choosing

PASSIVE
to be chosen
to have been chosen
been chosen
being chosen

ACTIVE

SIMPLE PRESENT

choose
choose
chooses

SIMPLE PAST

chose
chose
chose

SIMPLE FUTURE

will choose
will choose
will choose

PRESENT PROGRESSIVE

am choosing
are choosing
is choosing

PAST PROGRESSIVE

was choosing
were choosing
was choosing

FUTURE PROGRESSIVE

will be choosing
will be choosing
will be choosing

PRESENT PERFECT

have chosen
have chosen
has chosen

PAST PERFECT

had chosen
had chosen
had chosen

FUTURE PERFECT

will have chosen
will have chosen
will have chosen

PRESENT PERFECT PROGRESSIVE

have been choosing
have been choosing
has been choosing

PAST PERFECT PROGRESSIVE

had been choosing
had been choosing
had been choosing

FUTURE PERFECT PROGRESSIVE

will have been choosing
will have been choosing
will have been choosing

EXAMPLES:

We choose a different flavor of ice cream every time we come to this shop.

She chose the red dress even though I preferred the blue.

She will already have chosen the appetizer and the entrée for everyone.

PASSIVE

SIMPLE PRESENT

am chosen
are chosen
is chosen

SIMPLE PAST

was chosen
were chosen
was chosen

SIMPLE FUTURE

will be chosen
will be chosen
will be chosen

PRESENT PROGRESSIVE

am being chosen
are being chosen
is being chosen

PAST PROGRESSIVE

was being chosen
were being chosen
was being chosen

FUTURE PROGRESSIVE*

will be being chosen*
will be being chosen*
will be being chosen*

PRESENT PERFECT

have been chosen
have been chosen
has been chosen

PAST PERFECT

had been chosen
had been chosen
had been chosen

FUTURE PERFECT

will have been chosen
will have been chosen
will have been chosen

EXAMPLES:

The surprise of the night was when Helen's song was chosen for best new composition.

How many different colors will be chosen for the costumes in act one?

PRINCIPAL CONDITIONALS

PRESENT

would choose
would choose
would choose

PRESENT PROGRESSIVE

would be choosing
would be choosing
would be choosing

PRESENT PASSIVE

would be chosen
would be chosen
would be chosen

PAST

would have chosen
would have chosen
would have chosen

PAST PROGRESSIVE

would have been choosing
would have been choosing
would have been choosing

PAST PASSIVE

would have been chosen
would have been chosen
would have been chosen

EXAMPLES:

Your script certainly would have been chosen if you had submitted it.

We would choose for you, but we don't know your taste in music.

I
you/we/they
he/she/it

choose

PRINCIPAL PARTS: choose, chose, chosen

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	choose/ chooses	simple present will + base form	<i>If you <u>choose</u> this dish, I can try some of it.</i> <i>If my daughter <u>chooses</u> to go to an expensive private college, we'll have to take out loans.</i>
Unreal Present/ Future	chose	would + base form	<i>If she <u>chose</u> me, I would be happy.</i>
Unreal Past	had chosen	would have + past participle	<i>If I <u>had chosen</u> the other play, you wouldn't have liked it either.</i>

SUBJUNCTIVE

ACTIVE	choose	<i>It is required that the children <u>choose</u> the subjects they want to study in a Montessori school.</i>
PASSIVE	be chosen	<i>They recommend that places <u>be chosen</u> for the guests.</i>

PHRASAL VERBS

to choose (something or someone) over	to choose with a preference <i>He <u>chose</u> me over her; at least he has some sense!</i>
---------------------------------------	--

IDIOMS

to choose wisely	to make a decision using good judgment <i>Choose wisely, my friend; one of these doors leads to a pit of snakes!</i>
------------------	---

RELATED WORDS

choosy (adj.)	describes someone who is particular, who doesn't accept something unless he or she is very satisfied with it
pro-choice (adj.)	describes someone who believes that women have the right to decide for themselves whether or not to have an abortion (US)

* Note that the form "will be being chosen" is rarely used. To convey a future progressive passive, use the present progressive passive.

close

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to close
to have closed
closed
closing

PASSIVE
to be closed
to have been closed
been closed
being closed

ACTIVE

SIMPLE PRESENT

close
close
closes

SIMPLE PAST

closed
closed
closed

SIMPLE FUTURE

will close
will close
will close

PRESENT PROGRESSIVE

am closing
are closing
is closing

PAST PROGRESSIVE

was closing
were closing
was closing

FUTURE PROGRESSIVE

will be closing
will be closing
will be closing

PRESENT PERFECT

have closed
have closed
has closed

PAST PERFECT

had closed
had closed
had closed

FUTURE PERFECT

will have closed
will have closed
will have closed

PRESENT PERFECT PROGRESSIVE

have been closing
have been closing
has been closing

PAST PERFECT PROGRESSIVE

had been closing
had been closing
had been closing

FUTURE PERFECT PROGRESSIVE

will have been closing
will have been closing
will have been closing

EXAMPLES:

They were closing the doors just as we arrived.

I have been closing the cottage with you for years. I'll be happy to help again this year.

The inspector charged the suspect with murder and closed the case.

PASSIVE

SIMPLE PRESENT

am closed
are closed
is closed

SIMPLE PAST

was closed
were closed
was closed

SIMPLE FUTURE

will be closed
will be closed
will be closed

PRESENT PROGRESSIVE

am being closed
are being closed
is being closed

PAST PROGRESSIVE

was being closed
were being closed
was being closed

FUTURE PROGRESSIVE*

will be being closed*
will be being closed*
will be being closed*

PRESENT PERFECT

have been closed
have been closed
has been closed

PAST PERFECT

had been closed
had been closed
had been closed

FUTURE PERFECT

will have been closed
will have been closed
will have been closed

EXAMPLES:

The swimming pool is closed for cleaning on Mondays.

The top hadn't been closed properly and the water spilled into the bag.

The case was closed after the man was convicted of murder.

PRINCIPAL CONDITIONALS

PRESENT

would close
would close
would close

PRESENT PROGRESSIVE

would be closing
would be closing
would be closing

PRESENT PASSIVE

would be closed
would be closed
would be closed

PAST

would have closed
would have closed
would have closed

PAST PROGRESSIVE

would have been closing
would have been closing
would have been closing

PAST PASSIVE

would have been closed
would have been closed
would have been closed

EXAMPLES:

I would close the kitchen for you if you asked me to.

We would've closed up earlier if we had known you were coming.

close

PRINCIPAL PARTS: close, closed, closed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	close/closes	simple present	<i>If I <u>close</u> the windows upstairs, you <u>close</u> the ones in the living room and kitchen.</i>
		will + base form	<i>If we <u>don't close</u> up, she'll get angry.</i>
Unreal Present/ Future	closed	would + base form	<i>If we <u>closed</u> on time every day, we <u>wouldn't</u> get home so late.</i>
Unreal Past	had closed	would have + past participle	<i>If I <u>had closed</u> up yesterday, the store <u>would</u> have been in perfect order.</i>

SUBJUNCTIVE

ACTIVE	close	<i>We suggest that he <u>close</u> on the house before he goes on vacation.</i>
PASSIVE	be closed	<i>It is important that the bags <u>be closed</u> securely before they are checked in.</i>

PHRASAL VERBS

close down (something)	to shut down (a business) <i>The grocery on the corner <u>closed down</u> when the supermarket chain moved in next door.</i>
close off (something)	to designate an area inaccessible to people, cars, etc. <i>The street was <u>closed off</u> because they were making a film.</i>
close on (something)	to make the final arrangements for purchasing something, especially a house <i>We <u>closed on</u> our house just before the prices began to rise.</i>
close up (something)	to not be open to the public temporarily <i>What time does the store <u>close up</u> for the night?</i>

IDIOMS

to not close any doors	to not eliminate any available options <i>You might want to explore that job offer further; don't close any doors just yet.</i>
to close someone's doors	to close a business <i>Our local boutique <u>closed its doors</u> in Oak Park when business dropped off after the mall was built.</i>
to close up shop	to finish up work for the day <i>Let's complete this report and then <u>close up</u> shop.</i>
to close the books on something	to decide that you will no longer work on or investigate something <i>The detective <u>closed the books on</u> the case after their main witness died.</i>

RELATED WORDS

closed-minded (adj.)	not open to new ideas
closeout sale (n.)	a sale in which a store is trying to get rid of items they will no longer stock

* Note that the form "will be being closed" is rarely used. To convey a future progressive passive, use the present progressive passive.

come

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to come
to have come
come
coming

PASSIVE
to be come
to have been come
been come
being come

ACTIVE

SIMPLE PRESENT

come
come
comes

SIMPLE PAST

came
came
came

SIMPLE FUTURE

will come
will come
will come

PRESENT PROGRESSIVE

am coming
are coming
is coming

PAST PROGRESSIVE

was coming
were coming
was coming

FUTURE PROGRESSIVE

will be coming
will be coming
will be coming

PRESENT PERFECT

have come
have come
has come

PAST PERFECT

had come
had come
had come

FUTURE PERFECT

will have come
will have come
will have come

PRESENT PERFECT PROGRESSIVE

have been coming
have been coming
has been coming

PAST PERFECT PROGRESSIVE

had been coming
had been coming
had been coming

FUTURE PERFECT PROGRESSIVE

will have been coming
will have been coming
will have been coming

EXAMPLES:

Peter and Daree are coming to the picnic on Friday.

This sweater comes in navy blue and white.

They had been coming to visit us for years before they bought their own cottage in Michigan.

PASSIVE

SIMPLE PRESENT

am come
are come
is come

SIMPLE PAST

was come
were come
was come

SIMPLE FUTURE

will be come
will be come
will be come

PRESENT PROGRESSIVE

am being come
are being come
is being come

PAST PROGRESSIVE

was being come
were being come
was being come

FUTURE PROGRESSIVE*

will be being come*
will be being come*
will be being come*

PRESENT PERFECT

have been come
have been come
has been come

PAST PERFECT

had been come
had been come
had been come

FUTURE PERFECT

will have been come
will have been come
will have been come

EXAMPLES:

When we arrived at the brainstorming meeting, all of the ideas had already been come up with.

She was come over with a feeling of sickness.

PRINCIPAL CONDITIONALS

PRESENT

would come
would come
would come

PRESENT PROGRESSIVE

would be coming
would be coming
would be coming

PRESENT PASSIVE

would be come
would be come
would be come

PAST

would have come
would have come
would have come

PAST PROGRESSIVE

would have been coming
would have been coming
would have been coming

PAST PASSIVE

would have been come
would have been come
would have been come

EXAMPLES:

I didn't think she would come, but she did.

They would have come if they had been invited.

come

PRINCIPAL PARTS: come, came, come

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	come/comes	simple present will + base form	<i>If the snow <u>comes</u> early, we are often caught without our snow tires.</i> <i>If he <u>comes</u> next year, we'll do everything we didn't have time to do this time.</i>
Unreal Present/ Future	came	would + base form	<i>If they <u>came</u> right now, we could still be on time.</i>
Unreal Past	had come	would have + past participle	<i>If you <u>had come</u> for a visit, we would have shown you a good time.</i>

SUBJUNCTIVE

ACTIVE	come	<i>We advise that she <u>come</u> on the train rather than the bus.</i>
PASSIVE	be come	<i>We ask that new ideas <u>be come</u> up with for the new advertising campaign.</i>

PHRASAL VERBS

come in	to enter <i>I was a bit startled when you came in.</i>
come up with (something)	to think of an idea or concept <i>How did you come up with the idea for your new business?</i>
come through	to fulfill an expectation that someone has for you <i>As usual, Jim came through for me and found me a date for the dance next week.</i>
come down with (something)	to catch a cold, the flu, or some other illness <i>He came down with the flu and couldn't come with us.</i>

IDIOMS

to come and go	to be present inconsistently <i>The pain in my leg doesn't bother me all the time. It comes and goes.</i>
come on	used to tell someone to hurry up <i>Come on! Let's go! We're going to be late.</i>
to come to blows	to have an argument that escalates to physical confrontation <i>John and Frank almost came to blows during the meeting.</i>
to come face to face with something	to confront a problem <i>It's about time Henry came face to face with his alcohol problem.</i>

RELATED WORDS

newcomer (n.)	somebody who has recently arrived
comeback (n.)	a regaining of popularity

* Note that the form "will be being come" is rarely used. To convey a future progressive passive, use the present progressive passive.

CROSS

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to cross
to have been crossed
crossed
crossing

PASSIVE
to be crossed
to have been crossed
been crossed
being crossed

ACTIVE

SIMPLE PRESENT

cross
cross
crosses

SIMPLE PAST

crossed
crossed
crossed

SIMPLE FUTURE

will cross
will cross
will cross

PRESENT PROGRESSIVE

am crossing
are crossing
is crossing

PAST PROGRESSIVE

was crossing
were crossing
was crossing

FUTURE PROGRESSIVE

will be crossing
will be crossing
will be crossing

PRESENT PERFECT

have crossed
have crossed
has crossed

PAST PERFECT

had crossed
had crossed
had crossed

FUTURE PERFECT

will have crossed
will have crossed
will have crossed

PRESENT PERFECT PROGRESSIVE

have been crossing
have been crossing
has been crossing

PAST PERFECT PROGRESSIVE

had been crossing
had been crossing
had been crossing

FUTURE PERFECT PROGRESSIVE

will have been crossing
will have been crossing
will have been crossing

EXAMPLES:

Only cross the street at the light.

The Queen Mary II will be crossing the Atlantic several times this summer.

She had been crossing the same street for months and had never noticed the new restaurant on the corner.

PASSIVE

SIMPLE PRESENT

am crossed
are crossed
is crossed

SIMPLE PAST

was crossed
were crossed
was crossed

SIMPLE FUTURE

will be crossed
will be crossed
will be crossed

PRESENT PROGRESSIVE

am being crossed
are being crossed
is being crossed

PAST PROGRESSIVE

was being crossed
were being crossed
was being crossed

FUTURE PROGRESSIVE*

will be being crossed*
will be being crossed*
will be being crossed*

PRESENT PERFECT

have been crossed
have been crossed
has been crossed

PAST PERFECT

had been crossed
had been crossed
had been crossed

FUTURE PERFECT

will have been crossed
will have been crossed
will have been crossed

EXAMPLES:

Several items on the list were crossed off by the budget committee because they were too expensive.

His name is being crossed off because he has no support among the church members.

PRINCIPAL CONDITIONALS

PRESENT

would cross
would cross
would cross

PRESENT PROGRESSIVE

would be crossing
would be crossing
would be crossing

PRESENT PASSIVE

would be crossed
would be crossed
would be crossed

PAST

would have crossed
would have crossed
would have crossed

PAST PROGRESSIVE

would have been crossing
would have been crossing
would have been crossing

PAST PASSIVE

would have been crossed
would have been crossed
would have been crossed

EXAMPLES:

They would be crossing the street at this intersection if it hadn't been blocked off.

I would have crossed out my mistakes but I was having trouble finding them.

I
you/we/they
he/she/it

CROSS

PRINCIPAL PARTS: cross, crossed, crossed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	cross/crosses	simple present will + base form	<i>If I <u>cross</u> out ice cream, he buys it anyway.</i> <i>If he <u>crosses</u> at the light, he will be safer.</i>
Unreal Present/ Future	crossed	would + base form	<i>If we <u>crossed</u> the beach off our list of activities for the day, the kids would be disappointed.</i>
Unreal Past	had crossed	would have + past participle	<i>If she <u>had crossed</u> over into the creative department, she wouldn't have lost her job.</i>

SUBJUNCTIVE

ACTIVE	cross	<i>I ask that you <u>cross</u> the street only with the crossing guard.</i>
PASSIVE	be crossed	<i>We demand that Mr. Burton <u>be crossed</u> off the list of possible members immediately.</i>

PHRASAL VERBS

cross (something) off	to rule out an option <i>I think we'll have to cross that one off the list until we have more money.</i>
cross out	to draw a line through something that you have written, such as a mistake or an item on a list that you have completed <i>Cross out each item on the shopping list as we get it, will you?</i>
cross over	to move from one area to another, often over a distinct border <i>Did you bear that Phil crossed over into sales from acquisitions?</i>

IDIOMS

to cross that bridge when you come to it	to postpone dealing with something until it is necessary <i>Don't ask me how we're going to convince the board to give us more money for the renovation. We'll cross that bridge when we come to it.</i>
to cross one's fingers	to make a sign of hope for good fortune <i>My job interview is today! Cross your fingers for me!</i>

RELATED WORDS

crossing guard (n.)	a person that helps others, usually children, cross the street at busy intersections
cross-country (adj.)	a type of running in which runners go for long distances
to double-cross (v.)	to do something bad to someone with whom you had already planned to do something bad
to cross yourself (v.)	to make the sign of the cross with your hand, done in church or out of church by people of Christian faiths, especially Catholic

* Note that the form "will be being crossed" is rarely used. To convey a future progressive passive, use the present progressive passive.

cry

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to cry
to have cried
cried
crying

PASSIVE
to be cried
to have been cried
been cried
being cried

ACTIVE

SIMPLE PRESENT

cry
cry
cries

SIMPLE PAST

cried
cried
cried

SIMPLE FUTURE

will cry
will cry
will cry

PRESENT PROGRESSIVE

am crying
are crying
is crying

PAST PROGRESSIVE

was crying
were crying
was crying

FUTURE PROGRESSIVE

will be crying
will be crying
will be crying

PRESENT PERFECT

have cried
have cried
has cried

PAST PERFECT

had cried
had cried
had cried

FUTURE PERFECT

will have cried
will have cried
will have cried

PRESENT PERFECT PROGRESSIVE

have been crying
have been crying
has been crying

PAST PERFECT PROGRESSIVE

had been crying
had been crying
had been crying

FUTURE PERFECT PROGRESSIVE

will have been crying
will have been crying
will have been crying

EXAMPLES:

Don't cry about it. There's nothing you can do.

What's wrong with her? She's been crying for hours.

Somebody had been crying out from the street below, which prompted us to call the police.

PASSIVE

SIMPLE PRESENT

am cried
are cried
is cried

SIMPLE PAST

was cried
were cried
was cried

SIMPLE FUTURE

will be cried
will be cried
will be cried

PRESENT PROGRESSIVE

am being cried
are being cried
is being cried

PAST PROGRESSIVE

was being cried
were being cried
was being cried

FUTURE PROGRESSIVE*

will be being cried*
will be being cried*
will be being cried*

PRESENT PERFECT

have been cried
have been cried
has been cried

PAST PERFECT

had been cried
had been cried
had been cried

FUTURE PERFECT

will have been cried
will have been cried
will have been cried

EXAMPLES:

The girls were all cried out after the death of their dog and fell asleep quickly.

No tears have been cried over the gangster who was shot down in the street.

PRINCIPAL CONDITIONALS

PRESENT

would cry
would cry
would cry

PRESENT PROGRESSIVE

would be crying
would be crying
would be crying

PRESENT PASSIVE

would be cried
would be cried
would be cried

PAST

would have cried
would have cried
would have cried

PAST PROGRESSIVE

would have been crying
would have been crying
would have been crying

PAST PASSIVE

would have been cried
would have been cried
would have been cried

EXAMPLES:

I'm glad you're not upset by the news. I thought you would be crying.

She would be crying if she weren't in shock.

cry

PRINCIPAL PARTS: cry, cried, cried

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	cry/cries	simple present will + base form	If he <u>cries</u> , I know something is really wrong. If they <u>cry</u> , she'll be convinced to do anything.
Unreal Present/ Future	cried	would + base form	If we <u>cried</u> over spilled milk, we would be wasting our time.
Unreal Past	had cried	would have + past participle	If I <u>had cried</u> during the movie, you would have made fun of me.

SUBJUNCTIVE

ACTIVE	cry	She advised that I not <u>cry</u> in front of the reporters.
PASSIVE	be cried	It is essential that donations <u>be cried</u> out for by the charity.

PHRASAL VERBS

cry out	to make a loud noise due to fear or pain, or to ask for something with urgency <i>The kids cried out for help when the boat began to sink.</i>
---------	---

IDIOMS

to cry over spilled milk	to waste time feeling bad about a mistake that you made <i>Perhaps you shouldn't have changed jobs, but there's no point in crying over spilled milk.</i>
to cry your eyes out	to cry without stopping <i>I cried my eyes out when I heard that I had failed my final exam.</i>
to cry wolf	to falsely claim that something has happened or that you need help <i>My brother had cried wolf so many times, we didn't believe him when he said that he was in trouble.</i>

RELATED WORDS

crybaby (n.)	somebody who complains often
far cry (n.)	not at all like something else

* Note that the form "will be being cried" is rarely used. To convey a future progressive passive, use the present progressive passive.

cut

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to cut
to have cut
cut
cutting

PASSIVE
to be cut
to have been cut
been cut
being cut

ACTIVE

SIMPLE PRESENT

cut
cut
cuts

SIMPLE PAST

cut
cut
cut

SIMPLE FUTURE

will cut
will cut
will cut

PRESENT PROGRESSIVE

am cutting
are cutting
is cutting

PAST PROGRESSIVE

was cutting
were cutting
was cutting

FUTURE PROGRESSIVE

will be cutting
will be cutting
will be cutting

PRESENT PERFECT

have cut
have cut
has cut

PAST PERFECT

had cut
had cut
had cut

FUTURE PERFECT

will have cut
will have cut
will have cut

PRESENT PERFECT PROGRESSIVE

have been cut
have been cut
has been cut

PAST PERFECT PROGRESSIVE

had been cut
had been cut
had been cut

FUTURE PERFECT PROGRESSIVE

will have been cut
will have been cut
will have been cut

EXAMPLES:

The chef cuts herself every once in a while when she is preparing dinner.

My mother always cut my hair when I was a child.

I am cutting you off. You've had too much to drink.

PASSIVE

SIMPLE PRESENT

am cut
are cut
is cut

SIMPLE PAST

was cut
were cut
was cut

SIMPLE FUTURE

will be cut
will be cut
will be cut

PRESENT PROGRESSIVE

am being cut
are being cut
is being cut

PAST PROGRESSIVE

was being cut
were being cut
was being cut

FUTURE PROGRESSIVE*

will be being cut*
will be being cut*
will be being cut*

PRESENT PERFECT

have been cut
have been cut
has been cut

PAST PERFECT

had been cut
had been cut
had been cut

FUTURE PERFECT

will have been cut
will have been cut
will have been cut

EXAMPLES:

The boys were cut from the football team after several trials.

The grass had been cut recently.

The telephone had been cut off for months because they hadn't paid their bills.

PRINCIPAL CONDITIONALS

PRESENT

would cut
would cut
would cut

PRESENT PROGRESSIVE

would be cutting
would be cutting
would be cutting

PRESENT PASSIVE

would be cut
would be cut
would be cut

PAST

would have cut
would have cut
would have cut

PAST PROGRESSIVE

would have been cutting
would have been cutting
would have been cutting

PAST PASSIVE

would have been cut
would have been cut
would have been cut

EXAMPLES:

I would be cutting the cake if she hadn't offered to do it.

I would have cut in line but the owner was looking at me.

cut

PRINCIPAL PARTS: cut, cut, cut

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	cut/cuts	simple present	<i>If she <u>cuts</u> herself, she puts on a bandage.</i>
		will + base form	<i>If we <u>cut</u> through the park, we'll get there more quickly.</i>
Unreal Present/ Future	cut	would + base form	<i>If we <u>cut</u> a deal, would you buy the car?</i>
Unreal Past	had cut	would have + past participle	<i>If I <u>had cut</u> the meat into smaller pieces, it would've cooked faster.</i>

SUBJUNCTIVE

ACTIVE	cut	<i>We suggest that you <u>cut</u> all the material before you begin to sew.</i>
PASSIVE	be cut	<i>It is important that the fabric <u>be cut</u> on a bias.</i>

PHRASAL VERBS

cut (someone) down	to make someone feel less important <i>You are so negative. You are always cutting people down.</i>
cut off	to stop something completely, often related to access <i>She cut off our relationship when she learned that I was still friends with my ex-girlfriend.</i>
cut up	to divide into smaller pieces <i>His mother cut up the meat for him so that he would be able to eat it.</i>
cut in	to interrupt <i>Sorry to cut in, but did I just hear you say you've been to Moldavia?</i>

IDIOMS

to cut to the chase	to get right to the point <i>What do you want? Don't give me any details, just cut to the chase.</i>
to cut in line	to place yourself ahead of others who are waiting in line <i>I hate people who cut in line at movie theaters.</i>
to cut it	to live up to a certain level of skill or ability, to do well <i>He wanted to get a job as a reporter, but he just didn't cut it.</i>

RELATED WORDS

cut-and-dried (adj.)	describes an issue that has only one outcome
cutthroat (adj.)	extremely competitive
shortcut (n.)	a way to arrive somewhere more quickly than by the usual route

* Note that the form "will be being cut" is rarely used. To convey a future progressive passive, use the present progressive passive.

die

Infinitive	ACTIVE to die	PASSIVE -
Past Infinitive	to have died	-
Past Participle	died	-
Present Participle	dying	-

ACTIVE

SIMPLE PRESENT

die
die
dies

SIMPLE PAST

died
died
died

SIMPLE FUTURE

will die
will die
will die

PRESENT PROGRESSIVE

am dying
are dying
is dying

PAST PROGRESSIVE

was dying
were dying
was dying

FUTURE PROGRESSIVE

will be dying
will be dying
will be dying

PRESENT PERFECT

have died
have died
has died

PAST PERFECT

had died
had died
had died

FUTURE PERFECT

will have died
will have died
will have died

PRESENT PERFECT PROGRESSIVE

have been dying
have been dying
has been dying

PAST PERFECT PROGRESSIVE

had been dying
had been dying
had been dying

FUTURE PERFECT PROGRESSIVE

will have been dying
will have been dying
will have been dying

EXAMPLES:

If our cat dies, we're not going to get another one.

We were dying to find out who would play the lead in the movie.

Interest in the television series has been dying off slowly.

PASSIVE

SIMPLE PRESENT

-
-
-

SIMPLE PAST

-
-
-

SIMPLE FUTURE

-
-
-

PRESENT PROGRESSIVE

-
-
-

PAST PROGRESSIVE

-
-
-

FUTURE PROGRESSIVE

-
-
-

PRESENT PERFECT

-
-
-

PAST PERFECT

-
-
-

FUTURE PERFECT

-
-
-

PRINCIPAL CONDITIONALS

PRESENT

would die
would die
would die

PRESENT PROGRESSIVE

would be dying
would be dying
would be dying

PRESENT PASSIVE

-
-
-

PAST

would have died
would have died
would have died

PAST PROGRESSIVE

would have been dying
would have been dying
would have been dying

PAST PASSIVE

-
-
-

EXAMPLES:

My mother would die if she found out what we were doing.

If the movie star had spoken to me, I would have died.

die

PRINCIPAL PARTS: die, died, died

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	die/dies	simple present	<i>If interest in a class <u>dies</u> out over the years, we cancel it.</i>
		will + base form	<i>If I <u>die</u> before you do, who will take care of you?</i>
Unreal Present/ Future	died	would + base form	<i>If the tribe <u>died</u> out today, we would have no record of their customs or language.</i>
Unreal Past	had died	would have + past participle	<i>If he <u>had died</u> in the car accident, his family would have been devastated.</i>

SUBJUNCTIVE

ACTIVE	die	<i>We suggested that the giant monster <u>die</u> in the movie by falling off a tall building.</i>
PASSIVE	-	

PHRASAL VERBS

die away	to slowly disappear or fade out <i>The sound of the concert <u>died away</u> as we walked across the park.</i>
die down	when the noise made by a crowd, the wind etc., decreases, it dies down <i>When the applause <u>died down</u>, the politician went on with his speech.</i>
die off	to die one by one until there are none left, as in a group of people or animals <i>When the last member of the tribe <u>dies off</u>, there will be no one left who speaks their language.</i>
die out	to become extinct <i>Recent sightings of the ivory-billed woodpecker make scientists believe that perhaps it has not <u>died out</u>, as previously thought.</i>

IDIOMS

to die of embarrassment/shame	to be very embarrassed/ashamed <i>When his pants fell down on stage, he <u>died of embarrassment</u>.</i>
to die a thousand deaths	to be devastated by something <i>If he ever left me, I'd <u>die a thousand deaths</u>.</i>
to be dying to do something	to have a strong desire to do something <i>Our favorite actor is in a new movie, and we're <u>dying to see it</u>.</i>
to be dying	to be completely exhausted <i>We were <u>dying</u> after the twelve-mile canoe trip, but Tim still had lots of energy.</i>

RELATED WORDS

do-or-die (adj.)	describes a situation in which you must do something, even if it is dangerous or risky, or you will fail
to be to die for (v.)	to be extremely good, especially relating to food

dive

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to dive
to have dived
dived
diving

PASSIVE
to be dived
to have been dived
been dived
being dived

ACTIVE

SIMPLE PRESENT

dive
dive
dives

SIMPLE PAST

dived
dived
dived

SIMPLE FUTURE

will dive
will dive
will dive

PRESENT PROGRESSIVE

am diving
are diving
is diving

PAST PROGRESSIVE

was diving
were diving
was diving

FUTURE PROGRESSIVE

will be diving
will be diving
will be diving

PRESENT PERFECT

have dived
have dived
has dived

PAST PERFECT

had dived
had dived
had dived

FUTURE PERFECT

will have dived
will have dived
will have dived

PRESENT PERFECT PROGRESSIVE

have been diving
have been diving
has been diving

PAST PERFECT PROGRESSIVE

had been diving
had been diving
had been diving

FUTURE PERFECT PROGRESSIVE

will have been diving
will have been diving
will have been diving

EXAMPLES:

I like to dive off the diving board whenever I go to the swimming pool.

Harry dived into the paperwork and was finished before dinner.

PASSIVE

SIMPLE PRESENT

am dived
are dived
is dived

SIMPLE PAST

was dived
were dived
was dived

SIMPLE FUTURE

will be dived
will be dived
will be dived

PRESENT PROGRESSIVE

am being dived
are being dived
is being dived

PAST PROGRESSIVE

was being dived
were being dived
was being dived

FUTURE PROGRESSIVE*

will be being dived*
will be being dived*
will be being dived*

PRESENT PERFECT

have been dived
have been dived
has been dived

PAST PERFECT

had been dived
had been dived
had been dived

FUTURE PERFECT

will have been dived
will have been dived
will have been dived

EXAMPLES:

The backflip was dived nearly perfectly for a score of 99.

When we got to the party, the food was being heartily dived into by a group of hungry guests.

The pier is being dived off by some kids.

PRINCIPAL CONDITIONALS

PRESENT

would dive
would dive
would dive

PRESENT PROGRESSIVE

would be diving
would be diving
would be diving

PRESENT PASSIVE

would be dived
would be dived
would be dived

PAST

would have dived
would have dived
would have dived

PAST PROGRESSIVE

would have been diving
would have been diving
would have been diving

PAST PASSIVE

would have been dived
would have been dived
would have been dived

EXAMPLES:

I'm sure Sarah would be diving into the river with the other kids if she knew how to swim.

Sam would have dived under the bed if he had heard anyone enter the house.

dive

PRINCIPAL PARTS: dive, dived/dove, dived

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	dive/dives	simple present will + base form	<i>If we <u>dive</u> into this, we can finish before the end of the day.</i> <i>If she <u>dives</u> off the side of the pool, she'll win the race.</i>
Unreal Present/ Future	dived/dove	would + base form	<i>If they <u>dived</u> into the food, it would mean they were hungry.</i>
Unreal Past	had dived	would have + past participle	<i>If I <u>had dived</u> better, I would have won the competition.</i>

SUBJUNCTIVE

ACTIVE	dive	<i>It is important that the swimmers <u>dive</u> only at the deep end of the pool.</i>
PASSIVE	be dived	<i>It is essential that the first round be <u>dived</u> by our best teammate.</i>

PHRASAL VERBS

dive in/into something	to begin something suddenly and with a lot of energy <i>The kids <u>dived</u> into the bags of toys that had been brought to the orphanage.</i>
------------------------	--

RELATED WORDS

dive-bomber (n.)	a military airplane designed to drop bombs close to the ground
swan dive (n.)	a type of dive in which the hands are brought forward and above the head
diver (n.)	an athlete whose specialty is diving
dive (n.)	a seedy bar

* Note that the form "will be being dived" is rarely used. To convey a future progressive passive, use the present passive progressive.

do

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to do
to have done
done
doing

PASSIVE
to be done
to have been done
been done
being done

ACTIVE

SIMPLE PRESENT

do
do
does

SIMPLE PAST

did
did
did

SIMPLE FUTURE

will do
will do
will do

PRESENT PROGRESSIVE

am doing
are doing
is doing

PAST PROGRESSIVE

was doing
were doing
was doing

FUTURE PROGRESSIVE

will be doing
will be doing
will be doing

PRESENT PERFECT

have done
have done
has done

PAST PERFECT

had done
had done
had done

FUTURE PERFECT

will have done
will have done
will have done

PRESENT PERFECT PROGRESSIVE

have been doing
have been doing
has been doing

PAST PERFECT PROGRESSIVE

had been doing
had been doing
had been doing

FUTURE PERFECT PROGRESSIVE

will have been doing
will have been doing
will have been doing

EXAMPLES:

I did a lot of stage acting when I was younger, but now I do television.

Have you done the housework yet?

The mechanic told me that he will have done most of the work by this afternoon.

PASSIVE

SIMPLE PRESENT

am done
are done
is done

SIMPLE PAST

was done
were done
was done

SIMPLE FUTURE

will be done
will be done
will be done

PRESENT PROGRESSIVE

am being done
are being done
is being done

PAST PROGRESSIVE

was being done
were being done
was being done

FUTURE PROGRESSIVE*

will be being done*
will be being done*
will be being done*

PRESENT PERFECT

have been done
have been done
has been done

PAST PERFECT

had been done
had been done
had been done

FUTURE PERFECT

will have been done
will have been done
will have been done

EXAMPLES:

The more delicate sewing is done by the owner of the shop.

If my photos will be done within the hour, I'll just wait in the lobby.

This type of experiment has never been done before.

PRINCIPAL CONDITIONALS

PRESENT

would do
would do
would do

PRESENT PROGRESSIVE

would be doing
would be doing
would be doing

PRESENT PASSIVE

would be done
would be done
would be done

PAST

would have done
would have done
would have done

PAST PROGRESSIVE

would have been doing
would have been doing
would have been doing

PAST PASSIVE

would have been done
would have been done
would have been done

EXAMPLES:

Bill would do you the favor if you did something for him.

You would have done the same thing if you had been in my position.

Andy would be doing more painting if he had his own studio.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	do/does	simple present will + base form	<i>If she <u>does</u> the shopping for him, he makes lunch for her.</i> <i>If you <u>do</u> everything on your list, you'll wear yourself out.</i>
Unreal Present/ Future	did	would + base form	<i>If Cecilia <u>did</u> a more thorough job, she would be more successful.</i>
Unreal Past	had done	would have + past participle	<i>If you <u>had done</u> it as I asked, we would have finished hours ago.</i>

SUBJUNCTIVE

ACTIVE	do	<i>I suggest that you <u>do</u> sightseeing at the port this morning and then do the museums in the afternoon.</i>
PASSIVE	be done	<i>We demand that the work <u>be done</u> immediately.</i>

PHRASAL VERBS

do away with (something)	to get rid of something <i>We had to do away with that menu because we don't serve some of the items anymore.</i>
do (something) over	to do something again <i>I realized that my essay was not on topic and that I would have to do it over.</i>
do (someone) in	to cause someone to become completely exhausted <i>All of that biking today really did me in.</i>
do (something) up	to fix up something to make it have a better appearance <i>Let's do up your apartment before the party.</i>
do without (someone/ something)	to manage without someone or something <i>We did without a car for so long, now I feel like I don't want one.</i>

IDIOMS

to do your best	to try very hard <i>He didn't win the competition but he did his best.</i>
to do it up	to make effort or enjoy something without limitations <i>Tonight's your birthday. Let's do it up!</i>
to do for a living	to work to earn enough money to pay for expenses <i>What do you do for a living?</i>
to have something/nothing to do with something	to have or not have any relation to another thing <i>Don't look at me! I had nothing to do with the accident. I overheard a bit of news that has something to do with you.</i>

RELATED WORDS

to-do (n.)	a big deal, a fuss
done deal (n.)	something that is certain to happen
do-it-yourself (DIY) (adj.)	describes a job that you complete yourself instead of having it done for you
dos and don'ts (n.)	things that are good or not good to do in certain situations

* Note that the form "will be being done" is rarely used. To convey a future progressive passive, use the present progressive passive.

draw

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to draw
to have drawn
drawn
drawing

PASSIVE
to be drawn
to have been drawn
been drawn
being drawn

ACTIVE

SIMPLE PRESENT

draw
draw
draws

SIMPLE PAST

drew
drew
drew

SIMPLE FUTURE

will draw
will draw
will draw

PRESENT PROGRESSIVE

am drawing
are drawing
is drawing

PAST PROGRESSIVE

was drawing
were drawing
was drawing

FUTURE PROGRESSIVE

will be drawing
will be drawing
will be drawing

PRESENT PERFECT

have drawn
have drawn
has drawn

PAST PERFECT

had drawn
had drawn
had drawn

FUTURE PERFECT

will have drawn
will have drawn
will have drawn

PRESENT PERFECT PROGRESSIVE

have been drawing
have been drawing
has been drawing

PAST PERFECT PROGRESSIVE

had been drawing
had been drawing
had been drawing

FUTURE PERFECT PROGRESSIVE

will have been drawing
will have been drawing
will have been drawing

EXAMPLES:

I'll draw you a picture of the building we're hoping to buy.

The lawyer drew up the contract and the two parties were ready to sign.

The meeting was drawing to a close when the president brought up an important issue.

PASSIVE

SIMPLE PRESENT

am drawn
are drawn
is drawn

SIMPLE PAST

was drawn
were drawn
was drawn

SIMPLE FUTURE

will be drawn
will be drawn
will be drawn

PRESENT PROGRESSIVE

am being drawn
are being drawn
is being drawn

PAST PROGRESSIVE

was being drawn
were being drawn
was being drawn

FUTURE PROGRESSIVE*

will be being drawn*
will be being drawn*
will be being drawn*

PRESENT PERFECT

have been drawn
have been drawn
has been drawn

PAST PERFECT

had been drawn
had been drawn
had been drawn

FUTURE PERFECT

will have been drawn
will have been drawn
will have been drawn

EXAMPLES:

The curtains are being drawn so that they can see the film projection better.

The plans for the hospital were being drawn up by a well-known architect.

Her expertise in the field of non-profits will certainly be drawn on.

PRINCIPAL CONDITIONALS

PRESENT

would draw
would draw
would draw

PRESENT PROGRESSIVE

would be drawing
would be drawing
would be drawing

PRESENT PASSIVE

would be drawn
would be drawn
would be drawn

PAST

would have drawn
would have drawn
would have drawn

PAST PROGRESSIVE

would have been drawing
would have been drawing
would have been drawing

PAST PASSIVE

would have been drawn
would have been drawn
would have been drawn

EXAMPLES:

She's an excellent artist and would happily draw a sketch of the garden for you.

She's shy, but she would have been drawn out if my uncle Bill had started asking her questions.

draw

PRINCIPAL PARTS: draw, drew, drawn

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	draw/draws	simple present will + base form	<i>If I <u>draw</u> a blank, Tim reminds me of the names of all the students in the class.</i> <i>If you <u>draw</u> your arms back a little, you'll be safer.</i>
Unreal Present/ Future	drew	would + base form	<i>If I <u>drew</u> a picture of you, it would not be very flattering.</i>
Unreal Past	had drawn	would have + past participle	<i>If I <u>had drawn</u> the water for a bath, you would've told me you wanted to take a shower.</i>

SUBJUNCTIVE

ACTIVE	draw	<i>It is important that the lawyer <u>draw</u> up the papers so that we can move on with the process.</i>
PASSIVE	be drawn	<i>It is essential that a sketch of the alleged arsonist <u>be drawn</u> as soon as possible.</i>

PHRASAL VERBS

draw back	to move away from someone or something <i>The bystanders <u>drew back</u> as the fire in the house began to grow.</i>
draw on (something)	to use knowledge, expertise, or experience in one area to help you in another area <i>Eileen <u>drew on</u> her many years' experience on the debate team to help her become a better public speaker in her new life as a politician.</i>
draw (someone) out	to make someone feel comfortable so that he or she is more willing to express himself or herself <i>Patty is usually a very shy girl, but her uncle has no problem <u>drawing</u> her out.</i>
draw (something) up	to prepare a written plan <i>I think that the ideas for the new business are excellent. Will someone volunteer to <u>draw up</u> a final plan?</i>

IDIOMS

to draw a blank	to not be able to remember something in the moment that you would like to <i>I'm sorry that I can't tell you about the last thing on my list, but I'm <u>drawing a blank</u>.</i>
to draw fire	to do something or to have an idea that causes you to be criticized by others <i>The director's decision to cut back on the support staff <u>drew fire</u> from all of the departments.</i>
to draw the line at something	to limit what you are willing to do <i>Cindi wanted to help her son do his homework, but she <u>drew the line</u> at sitting down and actually doing it for him.</i>
to draw the short straw	to be chosen to do a job that nobody wants to do <i>Unfortunately, our team <u>drew the short straw</u> and got stuck with cleanup after the barbecue.</i>

RELATED WORDS

drawing (n.)	a picture that is done by hand using some type of pencil or pen
drawback (n.)	a disadvantage
drawn-out (adj.)	something that is longer and more tedious than necessary

* Note that the form "will be being drawn" is rarely used. To convey a future progressive passive, use the present progressive passive.

drive

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to drive
to have driven
driven
driving

PASSIVE
to be driven
to have been driven
been driven
being driven

ACTIVE

SIMPLE PRESENT

drive
drive
drives

SIMPLE PAST

drove
drove
drove

SIMPLE FUTURE

will drive
will drive
will drive

PRESENT PROGRESSIVE

am driving
are driving
is driving

PAST PROGRESSIVE

was driving
were driving
was driving

FUTURE PROGRESSIVE

will be driving
will be driving
will be driving

PRESENT PERFECT

have driven
have driven
has driven

PAST PERFECT

had driven
had driven
had driven

FUTURE PERFECT

will have driven
will have driven
will have driven

PRESENT PERFECT PROGRESSIVE

have been driving
have been driving
has been driving

PAST PERFECT PROGRESSIVE

had been driving
had been driving
had been driving

FUTURE PERFECT PROGRESSIVE

will have been driving
will have been driving
will have been driving

EXAMPLES:

Are you driving today or should I?

We had been driving for hours before we stopped for lunch.

Either my mother or I will be driving to the service today if you would like a ride.

PASSIVE

SIMPLE PRESENT

am driven
are driven
is driven

SIMPLE PAST

was driven
were driven
was driven

SIMPLE FUTURE

will be driven
will be driven
will be driven

PRESENT PROGRESSIVE

am being driven
are being driven
is being driven

PAST PROGRESSIVE

was being driven
were being driven
was being driven

FUTURE PROGRESSIVE*

will be being driven*
will be being driven*
will be being driven*

PRESENT PERFECT

have been driven
have been driven
has been driven

PAST PERFECT

had been driven
had been driven
had been driven

FUTURE PERFECT

will have been driven
will have been driven
will have been driven

EXAMPLES:

The elderly couple was driven to the grocery store twice a week.

The truck is being driven by a professional.

The kids had been driven to school by the same bus driver during all of their elementary school years.

PRINCIPAL CONDITIONALS

PRESENT

would drive
would drive
would drive

PRESENT PROGRESSIVE

would be driving
would be driving
would be driving

PRESENT PASSIVE

would be driven
would be driven
would be driven

PAST

would have driven
would have driven
would have driven

PAST PROGRESSIVE

would have been driving
would have been driving
would have been driving

PAST PASSIVE

would have been driven
would have been driven
would have been driven

EXAMPLES:

We would have been driven mad by now if you hadn't shown up.

Ellen would be driving if her car weren't in the shop.

drive

PRINCIPAL PARTS: drive, drove, driven

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	drive/drives	simple present will + base form	<i>If Jim <u>drives</u> instead of taking the train, he inevitably runs into traffic during rush hour.</i> <i>If you <u>drive</u> me to the store, I'll be able to get there before it closes.</i>
Unreal Present/ Future	drove	would + base form	<i>If I <u>drove</u> to work, I would save time but spend more money.</i>
Unreal Past	had driven	would have + past participle	<i>If they <u>had driven</u>, they wouldn't have gotten any exercise.</i>

SUBJUNCTIVE

ACTIVE	drive	<i>Environmentalists suggest that we <u>drive</u> only when no other alternative transportation is available.</i>
PASSIVE	be driven	<i>My mother insists that I <u>be driven</u> to school.</i>

PHRASAL VERBS

drive at (something)	to communicate your main point <i>What are you driving at?</i>
drive (someone) away	to force someone into a distance, physically or emotionally <i>I was trying to help him but the closer I got, the more he drove me away.</i>
drive off	to leave in a car; to force someone or something to scatter <i>He drove off without giving me his name or number. / They drove off the enemy with scare tactics.</i>

IDIOMS

to drive a hard bargain	to ask for a lot <i>My last boss didn't ask much of us, but my new boss drives a hard bargain.</i>
to drive someone crazy	to frustrate or infuriate another person <i>His indecision is driving me crazy!</i>
to drive someone up the wall	to annoy someone <i>The children's antics were driving me up the wall.</i>
to drive something home	to emphasize a point <i>The antiwar movie really drove its message home.</i>

RELATED WORDS

driver (n.)	a person who drives
driver's education (n.)	courses in school that teach you how to drive
driver's license (n.)	a document that shows that you are permitted to drive
driven (adj.)	extremely motivated

* Note that the form "will be being driven" is rarely used. To convey a future progressive passive, use the present progressive passive.

drop

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to drop
to have dropped
dropped
dropping

PASSIVE
to be dropped
to have been dropped
been dropped
being dropped

ACTIVE

SIMPLE PRESENT

drop
drop
drops

SIMPLE PAST

dropped
dropped
dropped

SIMPLE FUTURE

will drop
will drop
will drop

PRESENT PROGRESSIVE

am dropping
are dropping
is dropping

PAST PROGRESSIVE

was dropping
were dropping
was dropping

FUTURE PROGRESSIVE

will be dropping
will be dropping
will be dropping

PRESENT PERFECT

have dropped
have dropped
has dropped

PAST PERFECT

had dropped
had dropped
had dropped

FUTURE PERFECT

will have dropped
will have dropped
will have dropped

PRESENT PERFECT PROGRESSIVE

have been dropping
have been dropping
has been dropping

PAST PERFECT PROGRESSIVE

had been dropping
had been dropping
had been dropping

FUTURE PERFECT PROGRESSIVE

will have been dropping
will have been dropping
will have been dropping

EXAMPLES:

Did you drop the film off to be developed?

Twenty-five percent of the kids in inner-city high schools will have dropped out before graduation.

I didn't know that she had dropped chemistry this semester.

PASSIVE

SIMPLE PRESENT

am dropped
are dropped
is dropped

SIMPLE PAST

was dropped
were dropped
was dropped

SIMPLE FUTURE

will be dropped
will be dropped
will be dropped

PRESENT PROGRESSIVE

am being dropped
are being dropped
is being dropped

PAST PROGRESSIVE

was being dropped
were being dropped
was being dropped

FUTURE PROGRESSIVE*

will be being dropped*
will be being dropped*
will be being dropped*

PRESENT PERFECT

have been dropped
have been dropped
has been dropped

PAST PERFECT

had been dropped
had been dropped
had been dropped

FUTURE PERFECT

will have been dropped
will have been dropped
will have been dropped

EXAMPLES:

The flyers were being dropped from a small plane.

The money will be dropped off at the corner of 6th and Green.

I thought you were being dropped off by Mom and Dad.

PRINCIPAL CONDITIONALS

PRESENT

would drop
would drop
would drop

PRESENT PROGRESSIVE

would be dropping
would be dropping
would be dropping

PRESENT PASSIVE

would be dropped
would be dropped
would be dropped

PAST

would have dropped
would have dropped
would have dropped

PAST PROGRESSIVE

would have been dropping
would have been dropping
would have been dropping

PAST PASSIVE

would have been dropped
would have been dropped
would have been dropped

EXAMPLES:

Would you drop my prescription at the pharmacy on your way to the bank?

I would be dropping math this semester if my parents let me.

drop

PRINCIPAL PARTS: drop, dropped, dropped

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	drop/drops	simple present	<i>If you <u>drop</u> me at the front door, don't forget to pick me up there too.</i>
		will + base form	<i>If she <u>drops</u> too many classes, she'll have to go to summer school.</i>
Unreal Present/ Future	dropped	would + base form	<i>If we <u>dropped</u> by, would they be upset?</i>
Unreal Past	had dropped	would have + past participle	<i>If I <u>had dropped</u> him off at 5:00, you would have had to give him dinner.</i>

SUBJUNCTIVE

ACTIVE	drop	<i>We suggested that they <u>drop</u> off their luggage before exploring the city.</i>
PASSIVE	be dropped	<i>He requests that the package <u>be dropped</u> off with the super if he isn't home.</i>

PHRASAL VERBS

drop back	to fall behind <i>Gabby was with me for most of the marathon, but she dropped back during the last few miles.</i>
drop by/in	to visit someone without making a previous arrangement <i>Henry dropped by while we were having dinner.</i>
drop (someone) off	to deliver someone to a specific destination, usually in a car <i>Can you drop me off at my sister's house?</i>
drop out	to withdraw from an organized activity, such as school, before it is finished <i>My father dropped out of school at age sixteen.</i>

IDIOMS

to drop dead	said to someone to express anger or contempt with his or her actions or requests (informal) <i>He asked me to come to the dance with him, but I told him to drop dead.</i>
to drop names	to make yourself appear more important by associating yourself with famous or important people <i>It's so annoying how Jim always tries to make himself look better by dropping names.</i>
to drop someone a line/note	to send someone a short letter to say hi or to inform him or her of something <i>Drop me a line when you get there so that I know how you're doing.</i>
to drop the ball	to not complete something that others expected you to complete <i>The lease on that great apartment would have been ours if the real estate agent hadn't dropped the ball.</i>

RELATED WORDS

drop-dead gorgeous (adj.)	extremely good-looking or handsome
drop-in appointment (n.)	an office visit (to a doctor, dentist, etc.) for which a specific time is not needed
name-dropping (n.)	the act of making yourself seem important by associating yourself with famous or important people

* Note that the form "will be being dropped" is rarely used. To convey a future progressive passive, use the present progressive passive.

dry

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to dry
to have dried
dried
drying

PASSIVE
to be dried
to have been dried
been dried
being dried

ACTIVE

SIMPLE PRESENT

dry
dry
dries

SIMPLE PAST

dried
dried
dried

SIMPLE FUTURE

will dry
will dry
will dry

PRESENT PROGRESSIVE

am drying
are drying
is drying

PAST PROGRESSIVE

was drying
were drying
was drying

FUTURE PROGRESSIVE

will be drying
will be drying
will be drying

PRESENT PERFECT

have dried
have dried
has dried

PAST PERFECT

had dried
had dried
had dried

FUTURE PERFECT

will have dried
will have dried
will have dried

PRESENT PERFECT PROGRESSIVE

have been drying
have been drying
has been drying

PAST PERFECT PROGRESSIVE

had been drying
had been drying
had been drying

FUTURE PERFECT PROGRESSIVE

will have been drying
will have been drying
will have been drying

EXAMPLES:

Can you dry the dishes after I wash them?

The clothes will dry quickly in the sun.

Do you think the paint will have dried enough to add a second layer by the end of the day?

PASSIVE

SIMPLE PRESENT

am dried
are dried
is dried

SIMPLE PAST

was dried
were dried
was dried

SIMPLE FUTURE

will be dried
will be dried
will be dried

PRESENT PROGRESSIVE

am being dried
are being dried
is being dried

PAST PROGRESSIVE

was being dried
were being dried
was being dried

FUTURE PROGRESSIVE*

will be being dried*
will be being dried*
will be being dried*

PRESENT PERFECT

have been dried
have been dried
has been dried

PAST PERFECT

had been dried
had been dried
had been dried

FUTURE PERFECT

will have been dried
will have been dried
will have been dried

EXAMPLES:

All laundry will be dried on a cool setting.

The flowers were dried by my mother.

The dishes have already been dried.

PRINCIPAL CONDITIONALS

PRESENT

would dry
would dry
would dry

PRESENT PROGRESSIVE

would be drying
would be drying
would be drying

PRESENT PASSIVE

would be dried
would be dried
would be dried

PAST

would have dried
would have dried
would have dried

PAST PROGRESSIVE

would have been drying
would have been drying
would have been drying

PAST PASSIVE

would have been dried
would have been dried
would have been dried

EXAMPLES:

I didn't think that thick sweater would dry so quickly.

We thought the bread would have been dried out by now so we bought another loaf.

I
you/we/they
he/she/it

dry

PRINCIPAL PARTS: dry, dried, dried

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	dry/dries	simple present will + base form	<i>If she washes and <u>dries</u> the dishes, I fix the dessert.</i> <i>If we <u>dry</u> off before we go inside, we won't get the house all wet.</i>
Unreal Present/ Future	dried	would + base form	<i>If the lake <u>dried</u> up, the villagers would have to travel a long distance to get water.</i>
Unreal Past	had dried	would have + past participle	<i>If the river <u>hadn't dried</u> up years ago, the town wouldn't have disappeared.</i>

SUBJUNCTIVE

ACTIVE	dry	<i>He suggested that we <u>dry</u> off before we come into the house.</i>
PASSIVE	be dried	<i>The chef asked that the fruit <u>be dried</u> according to the instructions in the cookbook.</i>

PHRASAL VERBS

dry off	to become dry <i>She <u>dried off</u> in the sun when she got out of the lake.</i>
dry (someone) off	to make dry <i>His mother <u>dried him off</u> quickly so that he didn't become cold.</i>
dry out	to become completely dry <i>The bread was left on the table and <u>had dried out</u> by dinner.</i>
dry up	to no longer have any moisture, especially a river or a lake <i>The creek behind our house <u>dried up</u> every fall.</i>

IDIOMS

to be dry as a bone	to no longer contain water <i>The lake in the village, the only water source, was <u>dry as a bone</u> after they built the nearby dam.</i>
to run dry	to no longer provide what had been previously provided <i>Our ideas <u>ran dry</u> toward the end of the year, but picked up after everyone had had a couple of weeks' vacation.</i>

RELATED WORDS

dry cleaning (n.)	a process used to clean delicate fabrics
drywall (n.)	a type of board used to make walls and ceilings in a house or other building
washer and drier (n.)	two machines that are used for doing laundry

* Note that the form "will be being dried" is rarely used. To convey a future progressive passive, use the present progressive passive.

eat

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to eat
to have eaten
eaten
eating

PASSIVE
to be eaten
to have been eaten
been eaten
being eaten

ACTIVE

SIMPLE PRESENT

eat
eat
eats

SIMPLE PAST

ate
ate
ate

SIMPLE FUTURE

will eat
will eat
will eat

PRESENT PROGRESSIVE

am eating
are eating
is eating

PAST PROGRESSIVE

was eating
were eating
was eating

FUTURE PROGRESSIVE

will be eating
will be eating
will be eating

PRESENT PERFECT

have eaten
have eaten
has eaten

PAST PERFECT

had eaten
had eaten
had eaten

FUTURE PERFECT

will have eaten
will have eaten
will have eaten

PRESENT PERFECT PROGRESSIVE

have been eating
have been eating
has been eating

PAST PERFECT PROGRESSIVE

had been eating
had been eating
had been eating

FUTURE PERFECT PROGRESSIVE

will have been eating
will have been eating
will have been eating

EXAMPLES:

He eats eggs for breakfast.

The kids will have eaten by the time they get over to your house.

Will you be eating with us tonight?

PASSIVE

SIMPLE PRESENT

am eaten
are eaten
is eaten

SIMPLE PAST

was eaten
were eaten
was eaten

SIMPLE FUTURE

will be eaten
will be eaten
will be eaten

PRESENT PROGRESSIVE

am being eaten
are being eaten
is being eaten

PAST PROGRESSIVE

was being eaten
were being eaten
was being eaten

FUTURE PROGRESSIVE*

will be being eaten*
will be being eaten*
will be being eaten*

PRESENT PERFECT

have been eaten
have been eaten
has been eaten

PAST PERFECT

had been eaten
had been eaten
had been eaten

FUTURE PERFECT

will have been eaten
will have been eaten
will have been eaten

EXAMPLES:

Fish is not eaten on Fridays during Lent.

The cookies had all been eaten, and so we had ice cream for dessert.

The pie you made is being eaten as we speak, and it's delicious.

PRINCIPAL CONDITIONALS

PRESENT

would eat
would eat
would eat

PRESENT PROGRESSIVE

would be eating
would be eating
would be eating

PRESENT PASSIVE

would be eaten
would be eaten
would be eaten

PAST

would have eaten
would have eaten
would have eaten

PAST PROGRESSIVE

would have been eating
would have been eating
would have been eating

PAST PASSIVE

would have been eaten
would have been eaten
would have been eaten

EXAMPLES:

Would you eat fish if I made it?

I thought that all of the bread I made would have been eaten by now.

eat

PRINCIPAL PARTS: eat, ate, eaten

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	eat/eats	simple present will + base form	<i>If I <u>eat</u> seafood, I break out in hives.</i> <i>If we <u>eat</u> at that table, we'll be too close to the door.</i>
Unreal Present/ Future	ate	would + base form	<i>If she <u>ate</u> more proteins, she'd have more energy during the day.</i>
Unreal Past	had eaten	would have + past participle	<i>If I <u>had eaten</u> what the doctor wanted me to, I would have gained a million pounds.</i>

SUBJUNCTIVE

ACTIVE	eat	<i>The nutritionist suggests that we <u>eat</u> four to five times a day.</i>
PASSIVE	be eaten	<i>The medical technician insists that nothing <u>be eaten</u> for twelve hours before the test is done.</i>

PHRASAL VERBS

eat away at (someone or something)	to erode something little by little <i>The high water level was eating away at the rocks along the coast.</i>
eat at (someone)	to bother <i>I can't remember her name; it's really eating at me.</i>
eat in	to eat at home <i>Restaurants in this neighborhood have become so expensive that we started eating in almost every night.</i>
eat out	to go out to a restaurant to have a meal <i>I don't feel like cooking tonight. Let's eat out.</i>
eat up	to use all of something <i>Our society is eating up all of the world's resources.</i>

IDIOMS

to eat like a horse/pig	to eat a lot <i>Frank always eats like a pig at the all-you-can-eat buffets.</i>
to have your cake and eat it too	to get the best of something, without having to pay the price <i>Jim wants to be rich, but he's really lazy. I have to tell him, you can't have your cake and eat it too.</i>
to eat someone out of house and home	to eat a lot of the food in someone's home, often used for growing teenagers <i>I loved having them for the weekend, but they ate me out of house and home.</i>
to eat your words	to recognize that you were incorrect about something you said <i>Linda made me eat my words when she proved to me that the tree was a redwood and not a sequoia.</i>
to eat your heart out	an expression that is said to someone who is envious of something you have <i>I know you wanted the starring role in the play, but I got it! Eat your heart out!</i>

RELATED WORDS

edible (adj.)	able to be eaten
cattery (n.)	a restaurant

* Note that the form "will be being eaten" is rarely used. To convey a future progressive passive, use the present progressive passive.

end

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to end
to have ended
ended
ending

PASSIVE
to be ended
to have been ended
been ended
being ended

ACTIVE

SIMPLE PRESENT

end
end
ends

SIMPLE PAST

ended
ended
ended

SIMPLE FUTURE

will end
will end
will end

PRESENT PROGRESSIVE

am ending
are ending
is ending

PAST PROGRESSIVE

was ending
were ending
was ending

FUTURE PROGRESSIVE

will be ending
will be ending
will be ending

PRESENT PERFECT

have ended
have ended
has ended

PAST PERFECT

had ended
had ended
had ended

FUTURE PERFECT

will have ended
will have ended
will have ended

PRESENT PERFECT PROGRESSIVE

have been ending
have been ending
has been ending

PAST PERFECT PROGRESSIVE

had been ending
had been ending
had been ending

FUTURE PERFECT PROGRESSIVE

will have been ending
will have been ending
will have been ending

EXAMPLES:

I'll be surprised if their relationship ends on a good note.

That relationship has been ending or years.

Let's plan to arrive just before the performance will have ended.

PASSIVE

SIMPLE PRESENT

am ended
are ended
is ended

SIMPLE PAST

was ended
were ended
was ended

SIMPLE FUTURE

will be ended
will be ended
will be ended

PRESENT PROGRESSIVE

am being ended
are being ended
is being ended

PAST PROGRESSIVE

was being ended
were being ended
was being ended

FUTURE PROGRESSIVE*

will be being ended*
will be being ended*
will be being ended*

PRESENT PERFECT

have been ended
have been ended
has been ended

PAST PERFECT

had been ended
had been ended
had been ended

FUTURE PERFECT

will have been ended
will have been ended
will have been ended

EXAMPLES:

We managed to put all of the kids to bed, and another day was ended.

They left when the ceremony was being ended.

PRINCIPAL CONDITIONALS

PRESENT

would end
would end
would end

PRESENT PROGRESSIVE

would be ending
would be ending
would be ending

PRESENT PASSIVE

would be ended
would be ended
would be ended

PAST

would have ended
would have ended
would have ended

PAST PROGRESSIVE

would have been ending
would have been ending
would have been ending

PAST PASSIVE

would have been ended
would have been ended
would have been ended

EXAMPLES:

I didn't think the book would end that way.

We couldn't imagine that their friendship would have ended so suddenly.

end

PRINCIPAL PARTS: end, ended, ended

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	end/ends	simple present	<i>If the movie <u>ends</u> with someone's death, it doesn't have as wide an audience as if the movie has a happy ending.</i>
		will + base form	<i>If we <u>end</u> on a bad note, it will be difficult to get them to agree to another meeting.</i>
Unreal Present/ Future	ended	would + base form	<i>If we <u>ended</u> this game now, I would be the winner by default.</i>
Unreal Past	had ended	would have + past participle	<i>If he <u>had ended</u> up becoming an artist, his family would have been so proud.</i>

SUBJUNCTIVE

ACTIVE	end	<i>We asked that the band <u>end</u> before 12:00.</i>
PASSIVE	be ended	<i>The director insisted that the presentation <u>be ended</u> exactly at 9:00.</i>

PHRASAL VERBS

end in	to finish in a specific way, such as in disaster or triumph <i>The soccer game ended in disaster when all of the public ran onto the field to protest the referee's decision.</i>
end up	to finish in a particular position, place, etc. <i>Terry drove his car home from the bar when he was drunk and ended up in jail.</i>

IDIOMS

to end on a good note	to finish positively <i>There were some rough spots during our meeting today, but I'm happy to say that we ended on a good note.</i>
to come to a bad end	when someone gets involved in something that destroys his or her life <i>Several kids from our high school joined gangs and came to a bad end.</i>
the end justifies the means	an expression that means that it is okay to do whatever is necessary, even if it is ethically or morally questionable, in order to achieve your objective <i>Many civilians died in the war. We must question whether the end justified the means.</i>
the be-all and end-all	someone or something that is better than everyone or everything else <i>I know you enjoy spending time with Frank, but he's not the be-all and end-all. There are other men out there.</i>

RELATED WORDS

ending (n.)	the final part of a movie, story, etc.
endless (adj.)	without end

* Note that the form "will be being ended" is rarely used. To convey a future progressive passive, use the present progressive passive.

face

Infinitive	ACTIVE to face	PASSIVE to be faced
Past Infinitive	to have faced	to have been faced
Past Participle	faced	been faced
Present Participle	facing	being faced

ACTIVE

SIMPLE PRESENT

face
face
faces

SIMPLE PAST

faced
faced
faced

SIMPLE FUTURE

will face
will face
will face

PRESENT PROGRESSIVE

am facing
are facing
is facing

PAST PROGRESSIVE

was facing
were facing
was facing

FUTURE PROGRESSIVE

will be facing
will be facing
will be facing

PRESENT PERFECT

have faced
have faced
has faced

PAST PERFECT

had faced
had faced
had faced

FUTURE PERFECT

will have faced
will have faced
will have faced

PRESENT PERFECT PROGRESSIVE

have been facing
have been facing
has been facing

PAST PERFECT PROGRESSIVE

had been facing
had been facing
had been facing

FUTURE PERFECT PROGRESSIVE

will have been facing
will have been facing
will have been facing

EXAMPLES:

The house faced west and so we were treated to a beautiful sunset every evening.

Everybody in our yoga class was facing the same direction.

She hasn't faced up to the part she played in the collapse of the company.

PASSIVE

SIMPLE PRESENT

am faced
are faced
is faced

SIMPLE PAST

was faced
were faced
was faced

SIMPLE FUTURE

will be faced
will be faced
will be faced

PRESENT PROGRESSIVE

am being faced
are being faced
is being faced

PAST PROGRESSIVE

was being faced
were being faced
was being faced

FUTURE PROGRESSIVE*

will be being faced*
will be being faced*
will be being faced*

PRESENT PERFECT

have been faced
have been faced
has been faced

PAST PERFECT

had been faced
had been faced
had been faced

FUTURE PERFECT

will have been faced
will have been faced
will have been faced

EXAMPLES:

I am faced with difficult tasks on a daily basis.

We were faced with many problems in our childhood, such as the death of our parents.

The building was being faced with a special material to protect it from weather damage.

PRINCIPAL CONDITIONALS

PRESENT

would face
would face
would face

PRESENT PROGRESSIVE

would be facing
would be facing
would be facing

PRESENT PASSIVE

would be faced
would be faced
would be faced

PAST

would have faced
would have faced
would have faced

PAST PROGRESSIVE

would have been facing
would have been facing
would have been facing

PAST PASSIVE

would have been faced
would have been faced
would have been faced

EXAMPLES:

I reminded her of all the things he had done to her, but she wouldn't face the facts.

We didn't expect that we would be facing a budget crisis so soon in the year.

face

PRINCIPAL PARTS: face, faced, faced

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	face/faces	simple present will + base form	<i>If I face her about the problem, she gets angry and refuses to speak to me.</i> <i>If she faces up to the consequences of her action, she'll make a lot of people have more confidence in her.</i>
Unreal Present/ Future	faced	would + base form	<i>If we faced them now, we wouldn't have to deal with this later.</i>
Unreal Past	had faced	would have + past participle	<i>If our team had faced the Rangers and not the Blue Jays, we would have won the competition.</i>

SUBJUNCTIVE

ACTIVE	face	<i>It is important that the patient face the problem immediately.</i>
PASSIVE	be faced	<i>It is essential that certain key problems be faced if we plan to go through with building the new hospital.</i>

PHRASAL VERBS

face (someone) down	to deal with a person with strength <i>Harry always knew how to face down his opponent in a wrestling match.</i>
face off	to fight <i>The boxing match was especially exciting because we had no idea what would happen when the two men faced off.</i>
face up to (something)	to deal with something unpleasant <i>He needs to face up to the reality that he may not get into medical school.</i>

IDIOMS

to face the music	to be punished after you have done something wrong, or to deal with the consequences of your actions, good or bad <i>I couldn't believe that he got ten years in jail. I never thought he would have to face the music.</i>
to face (the) facts	to look at the reality of a situation <i>Why don't you face the facts? We don't want you here anymore!</i>

RELATED WORDS

face-off (n.)	a confrontation
face-lift (n.)	cosmetic surgery meant to remove wrinkles from the face
face-to-face (adv.)	directly in front of someone or something

* Note that the form "will be being faced" is rarely used. To convey a future progressive passive, use the present progressive passive.

fall

Infinitive	ACTIVE to fall	PASSIVE to be fallen
Past Infinitive	to have fallen	to have been fallen
Past Participle	fallen	been fallen
Present Participle	falling	being fallen

ACTIVE

SIMPLE PRESENT

fall
fall
falls

SIMPLE PAST

fell
fell
fell

SIMPLE FUTURE

will fall
will fall
will fall

PRESENT PROGRESSIVE

am falling
are falling
is falling

PAST PROGRESSIVE

was falling
were falling
was falling

FUTURE PROGRESSIVE

will be falling
will be falling
will be falling

PRESENT PERFECT

have fallen
have fallen
has fallen

PAST PERFECT

had fallen
had fallen
had fallen

FUTURE PERFECT

will have fallen
will have fallen
will have fallen

PRESENT PERFECT PROGRESSIVE

have been falling
have been falling
has been falling

PAST PERFECT PROGRESSIVE

had been falling
had been falling
had been falling

FUTURE PERFECT PROGRESSIVE

will have been falling
will have been falling
will have been falling

EXAMPLES:

John fell off the front porch and broke his leg.

Snow was falling when we left the house.

PASSIVE

SIMPLE PRESENT

am fallen
are fallen
is fallen

SIMPLE PAST

was fallen
were fallen
was fallen

SIMPLE FUTURE

will be fallen
will be fallen
will be fallen

PRESENT PROGRESSIVE

am being fallen
are being fallen
is being fallen

PAST PROGRESSIVE

was being fallen
were being fallen
was being fallen

FUTURE PROGRESSIVE*

will be being fallen*
will be being fallen*
will be being fallen*

PRESENT PERFECT

have been fallen
have been fallen
has been fallen

PAST PERFECT

had been fallen
had been fallen
had been fallen

FUTURE PERFECT

will have been fallen
will have been fallen
will have been fallen

EXAMPLES:

My practical joke has been fallen for by all those people who thought they were so smart!

Hard times had been fallen on before; the villagers would make it through.

PRINCIPAL CONDITIONALS

PRESENT

would fall
would fall
would fall

PRESENT PROGRESSIVE

would be falling
would be falling
would be falling

PRESENT PASSIVE

would be fallen
would be fallen
would be fallen

PAST

would have fallen
would have fallen
would have fallen

PAST PROGRESSIVE

would have been falling
would have been falling
would have been falling

PAST PASSIVE

would have been fallen
would have been fallen
would have been fallen

EXAMPLES:

Who knew the temperature would fall so drastically during the night?

Prices would be falling faster if companies flooded the market with goods.

fall

PRINCIPAL PARTS: fall, fell, fallen

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	fall/falls	simple present	<i>If Bobby falls off his bicycle, he gets up, dusts himself off, and gets back on again.</i>
		will + base form	<i>If sales fall off drastically, we'll have to close the business.</i>
Unreal Present/ Future	fell	would + base form	<i>If you fell, I would catch you.</i>
Unreal Past	had fallen	would have + past participle	<i>If the proposal had fallen short of expectations, we wouldn't have accepted it.</i>

SUBJUNCTIVE

ACTIVE	fall	<i>The teacher recommends that we not fall behind in class, as it will be hard to catch up.</i>
PASSIVE	be fallen	<i>It is essential that our story be fallen for if we expect him to be surprised.</i>

PHRASAL VERBS

fall apart	to break into pieces, to no longer function, or to have an emotional reaction to something painful <i>Their marriage fell apart after their son died. / She tried not to cry at the funeral, but afterward she fell apart.</i>
fall for (something)	to become strongly and suddenly attracted to someone, or to get tricked <i>John fell for Suzanne the moment he saw her. / We fell for their scheme and lost thousands of dollars.</i>
fall in	when the roof of a home or other building can no longer stand <i>After the huge snowstorm, the roof of their garage fell in.</i>
fall through	to not succeed or be completed, usually used with plans <i>We had planned the takeover very carefully, but even well-laid plans can fall through.</i>

IDIOMS

to fall asleep	to begin sleeping <i>I can't fall asleep with the light on.</i>
to fall by the wayside	to lose importance and no longer be the focus of attention <i>We considered putting an addition on our building, but after looking at the numbers, that idea fell by the wayside.</i>
to fall from grace	to lose the respect of others or a position of authority <i>His fall from grace was complete. He lost his position, his friends, and the respect of his coworkers.</i>
to fall in love	to begin to have strong romantic feelings for someone <i>I don't think it's just a fling. I'm really falling in love with her.</i>
to fall short	to not meet expectations, to be insufficient <i>Our sales fell short of the target.</i>
to fall victim/prey to	to be cheated by a scheme <i>People often fall prey to swindlers who call and pretend to represent legitimate companies.</i>

RELATED WORDS

fallback (adj.)	describes something that can be used when the usual supply runs out
fall guy (n.)	the person who takes the blame when something has gone wrong
fallout (n.)	radiation that is found in the air after a nuclear reaction, or the aftermath of any significant event

* Note that the form "will be being fallen" is rarely used. To convey a future progressive passive, use the present progressive passive.

feel

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to feel
to have felt
felt
feeling

PASSIVE
to be felt
to have been felt
been felt
being felt

ACTIVE

SIMPLE PRESENT

feel
feel
feels

SIMPLE PAST

felt
felt
felt

SIMPLE FUTURE

will feel
will feel
will feel

PRESENT PROGRESSIVE

am feeling
are feeling
is feeling

PAST PROGRESSIVE

was feeling
were feeling
was feeling

FUTURE PROGRESSIVE

will be feeling
will be feeling
will be feeling

PRESENT PERFECT

have felt
have felt
has felt

PAST PERFECT

had felt
had felt
had felt

FUTURE PERFECT

will have felt
will have felt
will have felt

PRESENT PERFECT PROGRESSIVE

have been feeling
have been feeling
has been feeling

PAST PERFECT PROGRESSIVE

had been feeling
had been feeling
had been feeling

FUTURE PERFECT PROGRESSIVE

will have been feeling
will have been feeling
will have been feeling

EXAMPLES:

Do you feel well enough to come downstairs for dinner?

After the storm, the entire house felt damp.

How has Jim been feeling since his heart attack?

PASSIVE

SIMPLE PRESENT

am felt
are felt
is felt

SIMPLE PAST

was felt
were felt
was felt

SIMPLE FUTURE

will be felt
will be felt
will be felt

PRESENT PROGRESSIVE

am being felt
are being felt
is being felt

PAST PROGRESSIVE

was being felt
were being felt
was being felt

FUTURE PROGRESSIVE*

will be being felt*
will be being felt*
will be being felt*

PRESENT PERFECT

have been felt
have been felt
has been felt

PAST PERFECT

had been felt
had been felt
had been felt

FUTURE PERFECT

will have been felt
will have been felt
will have been felt

EXAMPLES:

The effects of the recession were felt by everyone.

Emotions are felt more strongly by some people than others.

PRINCIPAL CONDITIONALS

PRESENT

would feel
would feel
would feel

PRESENT PROGRESSIVE

would be feeling
would be feeling
would be feeling

PRESENT PASSIVE

would be felt
would be felt
would be felt

PAST

would have felt
would have felt
would have felt

PAST PROGRESSIVE

would have been feeling
would have been feeling
would have been feeling

PAST PASSIVE

would have been felt
would have been felt
would have been felt

EXAMPLES:

Sara's parents would feel better if they knew more about her boyfriend.

She would have felt fine if not for her allergies.

feel

PRINCIPAL PARTS: feel, felt, felt

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	feel/feels	simple present	If you <u>feel</u> bad, please call us immediately.
Unreal Present/ Future	felt	will + base form	If I <u>feel</u> like going to the movies, I'll call Jack.
Unreal Past	had felt	would + base form	If we <u>felt</u> uncomfortable, we would leave.
		would have + past participle	If I <u>had felt</u> that she knew what she was doing, I wouldn't have asked for more help.

SUBJUNCTIVE

ACTIVE	feel	<i>It is important that the customers <u>feel</u> welcome.</i>
PASSIVE	be felt	<i>He suggested that the fabric samples <u>be felt</u> before we made a decision.</i>

PHRASAL VERBS

feel for (someone)	to sympathize with someone <i>I know you have a lot of work to do, and I really feel for you, especially on such a beautiful weekend.</i>
feel (someone) out	to try to find out someone's feelings about something in an indirect way <i>I have no idea whether John is interested in investing but I'll try to feel him out when we go away this weekend.</i>
feel up to (something)	to have the energy to do something <i>I would love to help you out but I just don't feel up to it.</i>

IDIOMS

to feel blue	to be depressed <i>He's felt blue ever since the dog ran away.</i>
to feel like a million dollars	to have the sense that everything is great, to be fit <i>I feel like a million dollars now that I've started doing yoga.</i>
to have/get the feeling	to believe that you know something is true <i>I get the feeling that you aren't really interested in working with us on the project.</i>
to have a bad/funny feeling	to believe that there is something wrong with a certain situation <i>I have a bad feeling that what I said in class today is going to give people the wrong idea.</i>
to have a feel for something	to have a special ability to do something <i>He has a real feel for cooking.</i>

RELATED WORDS

feeling (n.)	an emotion or sense
feelers (n.)	antennae that protrude from an insect

* Note that the form "will be being felt" is rarely used. To convey a future progressive passive, use the present progressive passive.

figure

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to figure
to have figured
figured
figuring

PASSIVE
to be figured
to have been figured
been figured
being figured

ACTIVE

SIMPLE PRESENT

figure
figure
figures

SIMPLE PAST

figured
figured
figured

SIMPLE FUTURE

will figure
will figure
will figure

PRESENT PROGRESSIVE

am figuring
are figuring
is figuring

PAST PROGRESSIVE

was figuring
were figuring
was figuring

FUTURE PROGRESSIVE

will be figuring
will be figuring
will be figuring

PRESENT PERFECT

have figured
have figured
has figured

PAST PERFECT

had figured
had figured
had figured

FUTURE PERFECT

will have figured
will have figured
will have figured

PRESENT PERFECT PROGRESSIVE

have been figuring
have been figuring
has been figuring

PAST PERFECT PROGRESSIVE

had been figuring
had been figuring
had been figuring

FUTURE PERFECT PROGRESSIVE

will have been figuring
will have been figuring
will have been figuring

EXAMPLES:

Can you figure out how much of a tip we should leave the waitress?

The accountant is figuring out our budget for next year.

When will you have figured this out?

PASSIVE

SIMPLE PRESENT

am figured
are figured
is figured

SIMPLE PAST

was figured
were figured
was figured

SIMPLE FUTURE

will be figured
will be figured
will be figured

PRESENT PROGRESSIVE

am being figured
are being figured
is being figured

PAST PROGRESSIVE

was being figured
were being figured
was being figured

FUTURE PROGRESSIVE*

will be being figured*
will be being figured*
will be being figured*

PRESENT PERFECT

have been figured
have been figured
has been figured

PAST PERFECT

had been figured
had been figured
had been figured

FUTURE PERFECT

will have been figured
will have been figured
will have been figured

EXAMPLES:

The total price is being figured out at the moment.

Has an answer been figured out?

Tax will be figured in to the final price.

PRINCIPAL CONDITIONALS

PRESENT

would figure
would figure
would figure

PRESENT PROGRESSIVE

would be figuring
would be figuring
would be figuring

PRESENT PASSIVE

would be figured
would be figured
would be figured

PAST

would have figured
would have figured
would have figured

PAST PROGRESSIVE

would have been figuring
would have been figuring
would have been figuring

PAST PASSIVE

would have been figured
would have been figured
would have been figured

EXAMPLES:

Who would have figured that it would rain for the whole weekend?

Everything would have been figured out if we had had more time.

figure

PRINCIPAL PARTS: figure, figured, figured

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	figure/figures	simple present will + base form	<i>If I figure on having ten people for dinner, I usually buy two chickens.</i> <i>If he figures out his next move soon, then it'll be my turn.</i>
Unreal Present/ Future	figured	would + base form	<i>If we figured out why he is behaving so strangely, we would talk to him about it.</i>
Unreal Past	had figured	would have + past participle	<i>If I had figured on you coming, I would have set another place at the table.</i>

SUBJUNCTIVE

ACTIVE	figure	<i>It is important that the accountant figure in all of the business expenses.</i>
PASSIVE	be figured	<i>It is essential that the menu be figured out several weeks in advance.</i>

PHRASAL VERBS

figure on	to plan for something <i>We figure on having approximately 125 guests at the wedding.</i>
figure out	to find the solution to a problem after thinking about it carefully <i>It took us hours before we were able to figure out the solution to the problem our physics teacher had assigned us.</i>

IDIOMS

Go figure!	said when you find a situation, action, or attitude puzzling or confusing <i>I can't believe that Joe and Gabrielle, two people that seem to have nothing in common, are dating. Go figure!</i>
that/it figures	said when something happens as you expect it to <i>It figures that Peggy wouldn't talk to me now, after so many years of friendship. She rejects anyone who gets too close to her.</i>

RELATED WORDS

facts and figures (n.)	statistics and other information relating to a specific area of knowledge
------------------------	---

* Note that the form "will be being figured" is rarely used. To convey a future progressive passive, use the present progressive passive.

fill

	ACTIVE	PASSIVE
Infinitive	to fill	to be filled
Past Infinitive	to have filled	to have been filled
Past Participle	filled	been filled
Present Participle	filling	being filled

ACTIVE

SIMPLE PRESENT

fill
fills

SIMPLE PAST

filled
filled
filled

SIMPLE FUTURE

will fill
will fill
will fill

PRESENT PROGRESSIVE

am filling
are filling
is filling

PAST PROGRESSIVE

was filling
were filling
was filling

FUTURE PROGRESSIVE

will be filling
will be filling
will be filling

PRESENT PERFECT

have filled
have filled
has filled

PAST PERFECT

had filled
had filled
had filled

FUTURE PERFECT

will have filled
will have filled
will have filled

PRESENT PERFECT PROGRESSIVE

have been filling
have been filling
has been filling

PAST PERFECT PROGRESSIVE

had been filling
had been filling
had been filling

FUTURE PERFECT PROGRESSIVE

will have been filling
will have been filling
will have been filling

EXAMPLES:

The students filled out the forms quickly.

The seats were filling up quickly five minutes before the performance.

She had been filling the gas tank with premium gasoline before the prices went up.

PASSIVE

SIMPLE PRESENT

am filled
are filled
is filled

SIMPLE PAST

was filled
were filled
was filled

SIMPLE FUTURE

will be filled
will be filled
will be filled

PRESENT PROGRESSIVE

am being filled
are being filled
is being filled

PAST PROGRESSIVE

was being filled
were being filled
was being filled

FUTURE PROGRESSIVE*

will be being filled*
will be being filled*
will be being filled*

PRESENT PERFECT

have been filled
have been filled
has been filled

PAST PERFECT

had been filled
had been filled
had been filled

FUTURE PERFECT

will have been filled
will have been filled
will have been filled

EXAMPLES:

We regret to inform you that all of the positions in our company have already been filled.

The forms had been filled out, but the personal statement had not been completed when I saw his application yesterday.

We hope the holes left by the last tenants will be filled in and painted over before we move in.

PRINCIPAL CONDITIONALS

PRESENT

would fill
would fill
would fill

PRESENT PROGRESSIVE

would be filling
would be filling
would be filling

PRESENT PASSIVE

would be filled
would be filled
would be filled

PAST

would have filled
would have filled
would have filled

PAST PROGRESSIVE

would have been filling
would have been filling
would have been filling

PAST PASSIVE

would have been filled
would have been filled
would have been filled

EXAMPLES:

Would you fill me in on what happened during the meeting?

I didn't think the vacancy would be filled so quickly.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	fill/fills	simple present	<i>If Benji <u>fills</u> up on junk food, he's not hungry at dinner time.</i>
		will + base form	<i>If Harriet <u>fills</u> in for me on Friday night, I'll do her shift on Saturday morning.</i>
Unreal Present/ Future	filled	would + base form	<i>If we <u>filled</u> the refrigerator with beer, it would be gone by tomorrow.</i>
Unreal Past	had filled	would have + past participle	<i>If they <u>had filled</u> my wineglass the first time, I wouldn't have asked for more.</i>

SUBJUNCTIVE

ACTIVE	fill	<i>We suggest that you <u>fill</u> your gas tank and your water containers at this station, because there won't be another station until you cross the desert.</i>
PASSIVE	be filled	<i>It is essential that we <u>be filled</u> in on all the details before we begin the negotiations.</i>

PHRASAL VERBS

fill in/out (something)	to write your basic personal information on a form, application, etc. <i>Please <u>fill in</u> this form before you see the doctor.</i>
fill (someone) in	to give all the details about something that has happened <i><u>Fill us in</u> on what happened last night!</i>
fill in for (someone)	to replace someone temporarily <i>Laura is <u>filling in</u> for Cindy until she gets back from vacation.</i>
fill out	to begin to have a fuller figure <i>He's <u>filled out</u> a lot since he turned forty.</i>
fill (something) up	to add liquid or solid matter to a container until you can't add any more <i>I <u>haven't been filling up</u> the gas tank of my SUV since gas has become so expensive.</i>
fill up on (something)	to eat so much of one thing that you can't eat anything else <i>The kids <u>filled up</u> on ice cream and candy, and weren't hungry at dinner time.</i>

IDIOMS

to fill someone's shoes	to adequately replace someone in a position, such as in the work-place <i>We <u>haven't been able to find anyone to fill the vice president's shoes</u> since she retired.</i>
to fill the void	to do an activity that takes up time, especially to avoid missing someone or feeling sad <i>Hillary <u>took up ceramics to fill the void</u> when her husband died.</i>

RELATED WORDS

filler (n.)	material in a pillow, mattress, etc., that makes it fluffy; music or conversation used to take up time, often in a movie or television show
-------------	---

* Note that the form "will be being filled" is rarely used. To convey a future progressive passive, use the present progressive passive.

find

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to find
to have found
found
finding

PASSIVE
to be found
to have been found
been found
being found

ACTIVE

SIMPLE PRESENT

find
find
finds

SIMPLE PAST

found
found
found

SIMPLE FUTURE

will find
will find
will find

PRESENT PROGRESSIVE

am finding
are finding
is finding

PAST PROGRESSIVE

was finding
were finding
was finding

FUTURE PROGRESSIVE

will be finding
will be finding
will be finding

PRESENT PERFECT

have found
have found
has found

PAST PERFECT

had found
had found
had found

FUTURE PERFECT

will have found
will have found
will have found

PRESENT PERFECT PROGRESSIVE

have been finding
have been finding
has been finding

PAST PERFECT PROGRESSIVE

had been finding
had been finding
had been finding

FUTURE PERFECT PROGRESSIVE

will have been finding
will have been finding
will have been finding

EXAMPLES:

My son and I find the chocolate ice cream to be the best at this restaurant.

We found out about the test when we got to school this morning.

He has been finding his new apartment to his liking so far.

PASSIVE

SIMPLE PRESENT

am found
are found
is found

SIMPLE PAST

was found
were found
was found

SIMPLE FUTURE

will be found
will be found
will be found

PRESENT PROGRESSIVE

am being found
are being found
is being found

PAST PROGRESSIVE

was being found
were being found
was being found

FUTURE PROGRESSIVE*

will be being found*
will be being found*
will be being found*

PRESENT PERFECT

have been found
have been found
has been found

PAST PERFECT

had been found
had been found
had been found

FUTURE PERFECT

will have been found
will have been found
will have been found

EXAMPLES:

A European cigarette was found at the scene of the crime.

They promise me that a solution will be found by the end of the day.

PRINCIPAL CONDITIONALS

PRESENT

would find
would find
would find

PRESENT PROGRESSIVE

would be finding
would be finding
would be finding

PRESENT PASSIVE

would be found
would be found
would be found

PAST

would have found
would have found
would have found

PAST PROGRESSIVE

would have been finding
would have been finding
would have been finding

PAST PASSIVE

would have been found
would have been found
would have been found

EXAMPLES:

You would have found the experience as disagreeable as I did.

We would have been found out if we hadn't hidden in the closet.

find

PRINCIPAL PARTS: find, found, found

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	find/finds	simple present will + base form	<i>If I find that the produce is not fresh in a grocery store, I never go back there.</i> <i>If she finds that she's not comfortable staying with them, she'll call us.</i>
Unreal Present/ Future	found	would + base form	<i>If you found out more about the show, I would go with you.</i>
Unreal Past	had found	would have + past participle	<i>If Ben had found her more agreeable, he would've gone out with her again.</i>

SUBJUNCTIVE

ACTIVE	find	<i>They insist that we find an apartment for them.</i>
PASSIVE	be found	<i>It is imperative that a solution be found.</i>

PHRASAL VERBS

find out (about) (something)	to discover some information <i>Can you find out what time the movie begins? / How did they find out about the car accident?</i>
------------------------------	---

IDIOMS

finders keepers (losers weepers)	used when someone has found something that he or she intends to keep, even if the original owner asserts a claim <i>"What are you going to do with the money you found last night?" "Finders keepers!"</i>
to find oneself	to discover what it is that you want to do or more about who you are <i>Naomi went on a week-long yoga retreat hoping to find herself.</i>

RELATED WORDS

lost and found (n.)	the place where lost items are stored so that their owners may come to retrieve them
newfound (adj.)	newly discovered
finder's fee (n.)	money that you must pay someone who has helped you to find something, such as a home or an apartment

* Note that the form "will be being found" is rarely used. To convey a future progressive passive, use the present progressive passive.

fly

	ACTIVE	PASSIVE
Infinitive	to fly	to be flown
Past Infinitive	to have flown	to have been flown
Past Participle	flown	been flown
Present Participle	flying	being flown

ACTIVE

SIMPLE PRESENT

fly
fly
flies

PRESENT PROGRESSIVE

am flying
are flying
is flying

PRESENT PERFECT

have flown
have flown
has flown

PRESENT PERFECT PROGRESSIVE

have been flying
have been flying
has been flying

EXAMPLES:

As they were leaving the cave, bats were flying out into the night.

SIMPLE PAST

flew
flew
flew

PAST PROGRESSIVE

was flying
were flying
was flying

PAST PERFECT

had flown
had flown
had flown

PAST PERFECT PROGRESSIVE

had been flying
had been flying
had been flying

Have you ever flown overseas before?

SIMPLE FUTURE

will fly
will fly
will fly

FUTURE PROGRESSIVE

will be flying
will be flying
will be flying

FUTURE PERFECT

will have flown
will have flown
will have flown

FUTURE PERFECT PROGRESSIVE

will have been flying
will have been flying
will have been flying

We had been flying for years and had never experienced turbulence like we did in the last flight we took.

PASSIVE

SIMPLE PRESENT

am flown
are flown
is flown

PRESENT PROGRESSIVE

am being flown
are being flown
is being flown

PRESENT PERFECT

have been flown
have been flown
has been flown

EXAMPLES:

The packages were flown in by overnight mail.

SIMPLE PAST

was flown
were flown
was flown

PAST PROGRESSIVE

was being flown
were being flown
was being flown

PAST PERFECT

had been flown
had been flown
had been flown

The airplane was being flown by a new pilot.

SIMPLE FUTURE

will be flown
will be flown
will be flown

FUTURE PROGRESSIVE*

will be being flown*
will be being flown*
will be being flown*

FUTURE PERFECT

will have been flown
will have been flown
will have been flown

PRINCIPAL CONDITIONALS

PRESENT

would fly
would fly
would fly

PAST

would have flown
would have flown
would have flown

EXAMPLES:

I would fly if I could get a ticket, but the flight is sold out.

PRESENT PROGRESSIVE

would be flying
would be flying
would be flying

PAST PROGRESSIVE

would have been flying
would have been flying
would have been flying

We would have flown you in if we had known that you wanted to come.

PRESENT PASSIVE

would be flown
would be flown
would be flown

PAST PASSIVE

would have been flown
would have been flown
would have been flown

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	fly/flies	simple present	<i>If I <u>fly</u> with my kids, the trip is much more difficult.</i>
		will + base form	<i>If she <u>flies</u> here for my birthday, I'll pay for her ticket.</i>
Unreal Present/ Future	flew	would + base form	<i>If we <u>flew</u> more often, the kids would get used to air travel.</i>
Unreal Past	had flown	would have + past participle	<i>If I <u>had flown</u> to Chicago instead of taking the train, I would have gotten there faster.</i>

SUBJUNCTIVE

ACTIVE	fly	<i>It is important that the pilot <u>fly</u> at an altitude that will avoid turbulence.</i>
PASSIVE	be flown	<i>It is essential that we <u>be flown</u> directly to Phoenix.</i>

PHRASAL VERBS

fly at	to attack someone, usually by speaking to him or her angrily <i>I don't know why I <u>flew at</u> Julia like that. What she said made me so angry.</i>
--------	---

IDIOMS

to fly by the seat of one's pants	to do something without making any plans <i>I love visiting Ben, but he <u>flies by the seat of his pants</u>, so it can be exhausting.</i>
to fly in the face of danger	to do something without any regard to the danger involved <i>If you want to be a firefighter, you have to be willing to <u>fly in the face of danger</u>.</i>
to fly off the handle	to lose your temper, to become angry <i>My father <u>flew off the handle</u> when he found out about the car accident.</i>
to fly the coop	to leave home <i>After my kids <u>bad all flown the coop</u>, the house was so peaceful that I didn't know what to do with myself.</i>
to go fly a kite	an expression said when you're being annoyed by someone and you want him or her to leave (informal) <i>Why do you always have to <u>bang around with us</u>? Go fly a kite!</i>
to fly right	to do the right thing <i>I'm upset by the things that my son is doing after school. I don't know what to do to get him to <u>fly right</u>.</i>

RELATED WORDS

fly-by-night (adj.)	questionable, not trustworthy
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* Note that the form "will be being flown" is rarely used. To convey a future progressive passive, use the present progressive passive.

follow

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to follow
to have followed
followed
following

PASSIVE
to be followed
to have been followed
been followed
being followed

ACTIVE

SIMPLE PRESENT

follow
follow
follows

SIMPLE PAST

followed
followed
followed

SIMPLE FUTURE

will follow
will follow
will follow

PRESENT PROGRESSIVE

am following
are following
is following

PAST PROGRESSIVE

was following
were following
was following

FUTURE PROGRESSIVE

will be following
will be following
will be following

PRESENT PERFECT

have followed
have followed
has followed

PAST PERFECT

had followed
had followed
had followed

FUTURE PERFECT

will have followed
will have followed
will have followed

PRESENT PERFECT PROGRESSIVE

have been following
have been following
has been following

PAST PERFECT PROGRESSIVE

had been following
had been following
had been following

FUTURE PERFECT PROGRESSIVE

will have been following
will have been following
will have been following

EXAMPLES:

I don't follow you. Could you explain that again?

We followed all of the directions and still got lost.

I called 911 because I was certain a strange man had been following me.

PASSIVE

SIMPLE PRESENT

am followed
are followed
is followed

SIMPLE PAST

was followed
were followed
was followed

SIMPLE FUTURE

will be followed
will be followed
will be followed

PRESENT PROGRESSIVE

am being followed
are being followed
is being followed

PAST PROGRESSIVE

was being followed
were being followed
was being followed

FUTURE PROGRESSIVE*

will be being followed*
will be being followed*
will be being followed*

PRESENT PERFECT

have been followed
have been followed
has been followed

PAST PERFECT

had been followed
had been followed
had been followed

FUTURE PERFECT

will have been followed
will have been followed
will have been followed

EXAMPLES:

The appetizer was followed by a main course of prime rib or lobster.

We had this uncomfortable feeling that we were being followed.

I was glad to learn that the rules had been followed while we were away.

PRINCIPAL CONDITIONALS

PRESENT

would follow
would follow
would follow

PRESENT PROGRESSIVE

would be following
would be following
would be following

PRESENT PASSIVE

would be followed
would be followed
would be followed

PAST

would have followed
would have followed
would have followed

PAST PROGRESSIVE

would have been following
would have been following
would have been following

PAST PASSIVE

would have been followed
would have been followed
would have been followed

EXAMPLES:

Would you follow me please?

We would have followed you but we couldn't tell which car was yours.

I
you/we/they
he/she/it

follow

PRINCIPAL PARTS: follow, followed, followed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	follow/follows	simple present	<i>If the cat <u>follows</u> me down the block, I tell her to go home.</i>
		will + base form	<i>If she <u>follows</u> her dream, she won't make any money.</i>
Unreal Present/ Future	followed	would + base form	<i>If they <u>followed</u> him around, he wouldn't have any freedom.</i>
Unreal Past	had followed	would have + past participle	<i>If we <u>had followed</u> the news of the storm, we would have known that it was going to rain.</i>

SUBJUNCTIVE

ACTIVE	follow	<i>It is important that you <u>follow</u> me.</i>
PASSIVE	be followed	<i>He asked that the dinner <u>be followed</u> by drinks and dancing.</i>

PHRASAL VERBS

follow along	to read with or play music at the same rate as someone else <i>I know you're not familiar with this piece, but see if you can follow along.</i>
follow up	to return to something that you worked on previously to get more information, to do more work on it because you think it's worthwhile <i>Did you follow up on the young boy who saved three kids from drowning? I think that would make a good cover story.</i>
follow through	to complete or pursue something you have begun working on <i>The problem with Rob as a salesperson is that he never follows through on possible sales.</i>

IDIOMS

to follow something to the letter	to do exactly what instructions or directions tell you to do <i>We followed the directions to the letter, and we still got lost.</i>
to follow someone's example	to do as someone else has done <i>He treated people kindly, and all of the children followed his example.</i>
to follow suit	to do exactly what someone else has done after you see what he or she has done <i>The Smiths left the housekeeper a fifteen dollar tip, and we followed suit.</i>
to follow in somebody's footsteps	to end up choosing the same career, lifestyle, etc., as someone older than you <i>Sid followed in his father's footsteps when he joined the fire department.</i>

RELATED WORDS

follow-up (n.)	something done to go more in depth on a subject
following (n.)	a group of people who have an appreciation for the talents of someone, such as an artist or performer

* Note that the form "will be being followed" is rarely used. To convey a future progressive passive, use the present progressive passive.

forbid

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to forbid
to have forbidden
forbidden
forbidding

PASSIVE
to be forbidden
to have been forbidden
been forbidden
being forbidden

ACTIVE

SIMPLE PRESENT

forbid
forbids
forbids

SIMPLE PAST

forbade
forbade
forbade

SIMPLE FUTURE

will forbid
will forbid
will forbid

PRESENT PROGRESSIVE

am forbidding
are forbidding
is forbidding

PAST PROGRESSIVE

was forbidding
were forbidding
was forbidding

FUTURE PROGRESSIVE

will be forbidding
will be forbidding
will be forbidding

PRESENT PERFECT

have forbidden
have forbidden
has forbidden

PAST PERFECT

had forbidden
had forbidden
had forbidden

FUTURE PERFECT

will have forbidden
will have forbidden
will have forbidden

PRESENT PERFECT PROGRESSIVE

have been forbidding
have been forbidding
has been forbidding

PAST PERFECT PROGRESSIVE

had been forbidding
had been forbidding
had been forbidding

FUTURE PERFECT PROGRESSIVE

will have been forbidding
will have been forbidding
will have been forbidding

EXAMPLES:

The school had forbidden the kids from playing anywhere but in the playground behind the school.

My friend Jim has forbidden me to tell anyone his age.

The state law forbids the sale of liquor to anyone under the age of twenty-one.

PASSIVE

SIMPLE PRESENT

am forbidden
are forbidden
is forbidden

SIMPLE PAST

was forbidden
were forbidden
was forbidden

SIMPLE FUTURE

will be forbidden
will be forbidden
will be forbidden

PRESENT PROGRESSIVE

am being forbidden
are being forbidden
is being forbidden

PAST PROGRESSIVE

was being forbidden
were being forbidden
was being forbidden

FUTURE PROGRESSIVE*

will be being forbidden*
will be being forbidden*
will be being forbidden*

PRESENT PERFECT

have been forbidden
have been forbidden
has been forbidden

PAST PERFECT

had been forbidden
had been forbidden
had been forbidden

FUTURE PERFECT

will have been forbidden
will have been forbidden
will have been forbidden

EXAMPLES:

Smoking has been forbidden in many bars and restaurants across the country.

It is forbidden to use a cell phone in the classroom.

Any mention of Uncle Charles in my family was strictly forbidden after his marriage to a trapeze artist caused such a scandal.

PRINCIPAL CONDITIONALS

PRESENT

would forbid
would forbid
would forbid

PRESENT PROGRESSIVE

would be forbidding
would be forbidding
would be forbidding

PRESENT PASSIVE

would be forbidden
would be forbidden
would be forbidden

PAST

would have forbidden
would have forbidden
would have forbidden

PAST PROGRESSIVE

would have been forbidding
would have been forbidding
would have been forbidding

PAST PASSIVE

would have been forbidden
would have been forbidden
would have been forbidden

EXAMPLES:

I would forbid you from going out at night if you began to have any problems in school.

My parents would have forbidden my hanging out with Jobanna if they had had any idea what we were up to.

forbid

PRINCIPAL PARTS: forbid, forbade, forbidden

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	forbid/forbids	simple present	If I <u>forbid</u> him from seeing his friends, he becomes furious.
		will + base form	If she <u>forbids</u> me, I will do it anyway.
Unreal Present/ Future	forbade	would + base form	If the teacher <u>forbade</u> the use of dictionaries, the students would all fail.
Unreal Past	had forbidden	would have + past participle	If the doctor <u>had forbidden</u> him any indulgences, he certainly wouldn't have stayed on his diet.

SUBJUNCTIVE

ACTIVE	forbid	We recommend that he <u>forbid</u> his daughter from spending time with several problem students with whom she has recently fallen in.
PASSIVE	be forbidden	It is essential that speaking other languages <u>be forbidden</u> in our English class.

IDIOMS

heaven forbid	an expression used when one hopes that something bad will not happen <i>Heaven forbid he ever find out how much I really paid for these new shoes.</i>
---------------	---

* Note that the form "will be being forbidden" is rarely used. To convey a future progressive passive, use the present progressive passive.

get

	ACTIVE	PASSIVE
Infinitive	to get	to be gotten
Past Infinitive	to have gotten	to have been gotten
Past Participle	gotten	been gotten
Present Participle	getting	being gotten

ACTIVE

SIMPLE PRESENT

get
get
gets

SIMPLE PAST

got
got
got

SIMPLE FUTURE

will get
will get
will get

PRESENT PROGRESSIVE

am getting
are getting
is getting

PAST PROGRESSIVE

was getting
were getting
was getting

FUTURE PROGRESSIVE

will be getting
will be getting
will be getting

PRESENT PERFECT

have gotten
have gotten
has gotten

PAST PERFECT

had gotten
had gotten
had gotten

FUTURE PERFECT

will have gotten
will have gotten
will have gotten

PRESENT PERFECT PROGRESSIVE

have been getting
have been getting
has been getting

PAST PERFECT PROGRESSIVE

had been getting
had been getting
had been getting

FUTURE PERFECT PROGRESSIVE

will have been getting
will have been getting
will have been getting

EXAMPLES:

He gets his hair cut once a month.

I finally got a new job, but I haven't gotten my first paycheck yet.

She was getting very good grades, which makes it hard to understand why she dropped out.

PASSIVE

SIMPLE PRESENT

am gotten
are gotten
is gotten

SIMPLE PAST

was gotten
were gotten
was gotten

SIMPLE FUTURE

will be gotten
will be gotten
will be gotten

PRESENT PROGRESSIVE

am being gotten
are being gotten
is being gotten

PAST PROGRESSIVE

was being gotten
were being gotten
was being gotten

FUTURE PROGRESSIVE*

will be being gotten*
will be being gotten*
will be being gotten*

PRESENT PERFECT

have been gotten
have been gotten
has been gotten

PAST PERFECT

had been gotten
had been gotten
had been gotten

FUTURE PERFECT

will have been gotten
will have been gotten
will have been gotten

EXAMPLES:

I am not usually gotten up by bad weather, but the storm last night woke me up.

The prize will be gotten by the best dressed couple.

PRINCIPAL CONDITIONALS

PRESENT

would get
would get
would get

PRESENT PROGRESSIVE

would be getting
would be getting
would be getting

PRESENT PASSIVE

would be gotten
would be gotten
would be gotten

PAST

would have gotten
would have gotten
would have gotten

PAST PROGRESSIVE

would have been getting
would have been getting
would have been getting

PAST PASSIVE

would have been gotten
would have been gotten
would have been gotten

EXAMPLES:

Cynthia would get a new car if she had enough money.

Lotsa Luck would have gotten first prize if the other horse hadn't run into him.

Sam would be getting a much better salary if he moved to New York.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	get/gets	simple present	<i>If I <u>get</u> cold, I put on a sweater.</i>
		will + base form	<i>If mom <u>gets</u> tired, she won't take us to the movies.</i>
Unreal Present/ Future	got	would + base form	<i>If we <u>got</u> a deal on the car, we would buy it.</i>
Unreal Past	had gotten	would have + past participle	<i>If you <u>had gotten</u> here earlier, you would have seen the play.</i>

SUBJUNCTIVE

ACTIVE	get	<i>It is suggested that the divers <u>get</u> their own equipment.</i>
PASSIVE	be gotten	<i>It is essential that approval <u>be gotten</u> before we begin the work.</i>

PHRASAL VERBS

get (something) across	to make something clear <i>He <u>got</u> his idea across after explaining it several times.</i>
get around to (something)	to do something after a delay <i>I <u>haven't been able to get around to</u> cleaning the office because I've been so busy.</i>
get back at (someone)	to do something bad to someone who has done something bad to you <i>Sarah <u>wanted to get back at</u> me when I got the position instead of her.</i>
get by	to manage to survive with the minimum <i>Mark's family <u>didn't have a lot of</u> money, but they always got by.</i>
get over (something)	to recover <i>Luckily, Sally <u>got over</u> her cold before the filming began.</i>
get through (something)	to complete a task <i>I <u>know we've been working on this</u> for hours, but let's try to get through this before we leave for the day.</i>

IDIOMS

to get it	to understand <i>Frank <u>got it</u> when I told him I didn't want him hanging around anymore.</i>
to get (someone) nowhere	to have little or no success <i>These negotiations <u>are getting us</u> nowhere.</i>
to get on the stick	to work hard <i>He'll <u>have to get on the stick</u> if he expects to finish by Friday.</i>
to get into trouble	to do something to cause problems for yourself <i>He <u>got into trouble</u> for throwing the baseball through the neighbor's window.</i>

RELATED WORDS

getaway (n.)	a short trip, or the escape of a criminal
get-together (n.)	a small informal gathering of friends

* Note that the form "will be being gotten" is rarely used. To convey a future progressive passive, use the present progressive passive.

give

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to give
have given
given
giving

PASSIVE
to be given
have been given
been given
being given

ACTIVE

SIMPLE PRESENT

give
give
gives

SIMPLE PAST

gave
gave
gave

SIMPLE FUTURE

will give
will give
will give

PRESENT PROGRESSIVE

am giving
are giving
is giving

PAST PROGRESSIVE

was giving
were giving
was giving

FUTURE PROGRESSIVE

will be giving
will be giving
will be giving

PRESENT PERFECT

have given
have given
has given

PAST PERFECT

had given
had given
had given

FUTURE PERFECT

will have given
will have given
will have given

PRESENT PERFECT PROGRESSIVE

have been giving
have been giving
has been giving

PAST PERFECT PROGRESSIVE

had been giving
had been giving
had been giving

FUTURE PERFECT PROGRESSIVE

will have been giving
will have been giving
will have been giving

EXAMPLES:

We usually give money to the public radio station.

She has been given an award for her documentary about immigrants in New York.

The Women's Alliance will be giving a luncheon and everyone is welcome.

PASSIVE

SIMPLE PRESENT

am given
are given
is given

SIMPLE PAST

was given
were given
was given

SIMPLE FUTURE

will be given
will be given
will be given

PRESENT PROGRESSIVE

am being given
are being given
is being given

PAST PROGRESSIVE

was being given
were being given
was being given

FUTURE PROGRESSIVE*

will be being given*
will be being given*
will be being given*

PRESENT PERFECT

have been given
have been given
has been given

PAST PERFECT

had been given
had been given
had been given

FUTURE PERFECT

will have been given
will have been given
will have been given

EXAMPLES:

The children are given too many gifts at Christmas time.

When I got home, my brother was being given a talking-to by my dad.

I think Suzanne will be given the position when the vice president steps down.

PRINCIPAL CONDITIONALS

PRESENT

would give
would give
would give

PRESENT PROGRESSIVE

would be giving
would be giving
would be giving

PRESENT PASSIVE

would be given
would be given
would be given

PAST

would have given
would have given
would have given

PAST PROGRESSIVE

would have been giving
would have been giving
would have been giving

PAST PASSIVE

would have been given
would have been given
would have been given

EXAMPLES:

We would have given her a gift if we had known it was her birthday.

The event would have been given during the daytime if the space had been available.

I
you/we/they
he/she/it

give

PRINCIPAL PARTS: give, gave, given

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	give/gives	simple present	If you <u>give</u> her money freely, she doesn't understand its value.
		will + base form	If you <u>give</u> me some money, I'll pick up your dry cleaning for you.
Unreal Present/ Future	gave	would + base form	If they <u>gave</u> you a raise, would you stay at your current job?
Unreal Past	had given	would have + past participle	If the clerk <u>had given</u> me some more attention, I wouldn't have been so angry.

SUBJUNCTIVE

ACTIVE	give	We recommend that you <u>give</u> a tip to your guide.
PASSIVE	be given	We propose that a toast <u>be given</u> in the name of the organizer.

PHRASAL VERBS

give (something) away	to make a gift of something <i>I never watch television, so I gave mine away.</i>
give (something) back	to return something that was borrowed <i>Joe refuses to lend out CDs because people never give them back.</i>
give out	to stop functioning <i>Just as we were about to finish mowing the lawn, the lawn mower gave out.</i>
give in	to accept something or to do something after resisting it <i>Mr. and Ms. Gonzalez didn't want to move, but they finally gave in after their daughter's entreaties.</i>
give up	to stop trying <i>We spent hours trying to find the solution the math problem, but we finally gave up.</i>
give (something) up	to relinquish <i>We weren't in a position to raise a child, so we gave the baby up for adoption.</i>

IDIOMS

something has to give	said when one feels that a difficult situation must decrease in difficulty <i>It's 110 degrees out and it hasn't rained in three weeks. Something has to give.</i>
to give something a shot/a go	to try something to see if it works or if you can do it <i>I'm not very good at playing the piano, but I'll give it a shot.</i>

RELATED WORDS

giveaway (n.)	something that can be taken for free
(dead) giveaway (n.)	information that exposes someone or something for what he, she, or it really is
give-and-take (n.)	compromise

* Note that the form "will be being given" is rarely used. To convey a future progressive passive, use the present progressive passive.

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to go
to have gone
gone
going

PASSIVE
to be gone
to have been gone
been gone
being gone

ACTIVE

SIMPLE PRESENT

go
go
goes

SIMPLE PAST

went
went
went

SIMPLE FUTURE

will go
will go
will go

PRESENT PROGRESSIVE

am going
are going
is going

PAST PROGRESSIVE

was going
were going
was going

FUTURE PROGRESSIVE

will be going
will be going
will be going

PRESENT PERFECT

have gone
have gone
has gone

PAST PERFECT

had gone
had gone
had gone

FUTURE PERFECT

will have gone
will have gone
will have gone

PRESENT PERFECT PROGRESSIVE

have been going
have been going
has been going

PAST PERFECT PROGRESSIVE

had been going
had been going
had been going

FUTURE PERFECT PROGRESSIVE

will have been going
will have been going
will have been going

EXAMPLES:

I'm going to work and I'll be home at 8:00.

They hadn't gone far before they realized that they hadn't locked the door.

This car will have been going for twenty years by the time I buy a new one.

PASSIVE

SIMPLE PRESENT

am gone
are gone
is gone

SIMPLE PAST

was gone
were gone
was gone

SIMPLE FUTURE

will be gone
will be gone
will be gone

PRESENT PROGRESSIVE

am being gone
are being gone
is being gone

PAST PROGRESSIVE

was being gone
were being gone
was being gone

FUTURE PROGRESSIVE*

will be being gone*
will be being gone*
will be being gone*

PRESENT PERFECT

have been gone
have been gone
has been gone

PAST PERFECT

had been gone
had been gone
had been gone

FUTURE PERFECT

will have been gone
will have been gone
will have been gone

EXAMPLES:

Her work was gone over many times before they found any mistakes.

The plan is being gone along with by the committee members.

PRINCIPAL CONDITIONALS

PRESENT

would go
would go
would go

PRESENT PROGRESSIVE

would be going
would be going
would be going

PRESENT PASSIVE

would be gone
would be gone
would be gone

PAST

would have gone
would have gone
would have gone

PAST PROGRESSIVE

would have been going
would have been going
would have been going

PAST PASSIVE

would have been gone
would have been gone
would have been gone

EXAMPLES:

I would go to the party if I knew you were going to be there.

We would have gone to the concert, but we had another obligation.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	go/goes	simple present	<i>If he goes early, he has a better chance of catching them.</i>
		will + base form	<i>If Don goes to church, he will expect us to go with him.</i>
Unreal Present/ Future	went	would + base form	<i>If Anne went with you, she could help you carry the groceries.</i>
Unreal Past	had gone	would have + past participle	<i>If I had gone to the gym more often, I wouldn't have had the skiing accident.</i>

SUBJUNCTIVE

ACTIVE	go	<i>It is expected that all students go to the assembly.</i>
PASSIVE	be gone	<i>I urge that the papers be gone over once again before they are handed in to the judge.</i>

PHRASAL VERBS

go along with	to be willing to agree to something or with someone even if you may have another idea or opinion <i>My colleague went along with my suggestion, even though she didn't completely agree.</i>
go away	to disappear, to leave <i>I was allergic to cats when I was young, but my allergy went away as I got older.</i>
go for (something)	to attempt to get something <i>Harold is going for the job at the Boston Globe.</i>
go in for (something)	to be interested in or appreciate something <i>My girlfriend had never gone in for foreign movies before, but we watch them all the time now.</i>
go off	to ring, especially an alarm or a timer; to explode <i>Can you turn off the oven when the timer goes off? / The bomb went off in a deserted building, so no one was hurt in the explosion.</i>
go on	to keep talking, to continue <i>I'm sorry, I didn't mean to interrupt. Please, go on.</i>
go out (with) (someone)	to be involved romantically with someone <i>How long have Mary and Tom been going out?</i>
go over (something)	to carefully review something <i>Can you go over this scene with me again before I go on stage?</i>

IDIOMS

what goes around comes around	said when something negative happens to suggest that something positive will follow, or when you've done something positive, to suggest that something positive will also happen to you <i>He's been playing tricks on me forever. What goes around comes around!</i>
to be on the go	to be very busy <i>I would like to read more, but ever since I started working on Wall Street, I'm constantly on the go.</i>
to go for it	to not hesitate to do something <i>If you're interested in that job, you should go for it.</i>

RELATED WORDS

go-getter (n.)	someone who is constantly working to achieve more
goings-on (n.)	an interesting event or occasion
go-ahead (n.)	permission to do something

* Note that the form "will be being gone" is rarely used. To convey a future progressive passive, use the present progressive passive.

grow

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to grow
to have grown
grown
growing

PASSIVE
to be grown
to have been grown
been grown
being grown

ACTIVE

SIMPLE PRESENT

grow
grow
grows

SIMPLE PAST

grew
grew
grew

SIMPLE FUTURE

will grow
will grow
will grow

PRESENT PROGRESSIVE

am growing
are growing
is growing

PAST PROGRESSIVE

was growing
were growing
was growing

FUTURE PROGRESSIVE

will be growing
will be growing
will be growing

PRESENT PERFECT

have grown
have grown
has grown

PAST PERFECT

had grown
had grown
had grown

FUTURE PERFECT

will have grown
will have grown
will have grown

PRESENT PERFECT PROGRESSIVE

have been growing
have been growing
has been growing

PAST PERFECT PROGRESSIVE

had been growing
had been growing
had been growing

FUTURE PERFECT PROGRESSIVE

will have been growing
will have been growing
will have been growing

EXAMPLES:

What kinds of fruits and vegetables grow in this climate?

Your kids have grown so much since I last saw them, I hardly recognize them.

This year we will be growing only strawberries, blueberries, and raspberries.

PASSIVE

SIMPLE PRESENT

am grown
are grown
is grown

SIMPLE PAST

was grown
were grown
was grown

SIMPLE FUTURE

will be grown
will be grown
will be grown

PRESENT PROGRESSIVE

am being grown
are being grown
is being grown

PAST PROGRESSIVE

was being grown
were being grown
was being grown

FUTURE PROGRESSIVE*

will be being grown*
will be being grown*
will be being grown*

PRESENT PERFECT

have been grown
have been grown
has been grown

PAST PERFECT

had been grown
had been grown
had been grown

FUTURE PERFECT

will have been grown
will have been grown
will have been grown

EXAMPLES:

Harry was grown up by the age of twelve.

Grasses and small bushes are being grown to mark the division between our property and theirs.

PRINCIPAL CONDITIONALS

PRESENT

would grow
would grow
would grow

PRESENT PROGRESSIVE

would be growing
would be growing
would be growing

PRESENT PASSIVE

would be grown
would be grown
would be grown

PAST

would have grown
would have grown
would have grown

PAST PROGRESSIVE

would have been growing
would have been growing
would have been growing

PAST PASSIVE

would have been grown
would have been grown
would have been grown

EXAMPLES:

I didn't know you would be growing corn this year.

They would have grown up in Wisconsin if their mother hadn't gotten a job in Chicago.

I
you/we/they
he/she/it

grow

PRINCIPAL PARTS: grow, grew, grown

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	grow/grows	simple present will + base form	<i>If the day <u>grows</u> cloudy, we usually move indoors.</i> <i>If we <u>grow</u> enough of them, we will give you a bushel of peaches.</i>
Unreal Present/ Future	grew	would + base form	<i>If he <u>grew</u> another two inches, he would play on the basketball team this year.</i>
Unreal Past	had grown	would have + past participle	<i>If I <u>had grown</u> up with my grandparents, I would have spoken German.</i>

SUBJUNCTIVE

ACTIVE	grow	<i>We insist that the actor <u>grow</u> his hair long for the part.</i>
PASSIVE	be grown	<i>It is essential that plants <u>be grown</u> in fertile soil.</i>

PHRASAL VERBS

grow apart	to develop a distance between two people or things <i>We were very close as children, but over the years we've grown apart.</i>
grow on (someone)	to begin to become appealing or tolerable to someone <i>I didn't like Ely when I met him, but he's grown on me.</i>
grow out of (something)	to become too big for something <i>My kids grow out of their clothes so quickly that I am constantly buying them new sizes.</i>
grow up	to develop from a child to an adult <i>After the death of his father, Abe grew up quickly.</i>

IDIOMS

to grow like a weed	to grow very quickly <i>The boys are growing like weeds!</i>
to grow close(r) to someone	to develop a strong(er) relationship <i>We have grown closer since I moved back to Chicago.</i>

RELATED WORDS

growing pains (n.)	difficulties that someone or something experiences as he, she, or it develops
grown-up (n.)	an adult
growth hormone (n.)	a hormone that controls growth
growth rate (n.)	how quickly something grows

* Note that the form "will be being grown" is rarely used. To convey a future progressive passive, use the present progressive passive.

hand

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hand
to have handed
handed
handing

PASSIVE
to be handed
to have been handed
been handed
being handed

ACTIVE

SIMPLE PRESENT

hand
hand
hands

SIMPLE PAST

handed
handed
handed

SIMPLE FUTURE

will hand
will hand
will hand

PRESENT PROGRESSIVE

am handing
are handing
is handing

PAST PROGRESSIVE

was handing
were handing
was handing

FUTURE PROGRESSIVE

will be handing
will be handing
will be handing

PRESENT PERFECT

have handed
have handed
has handed

PAST PERFECT

had handed
had handed
had handed

FUTURE PERFECT

will have handed
will have handed
will have handed

PRESENT PERFECT PROGRESSIVE

have been handing
have been handing
has been handing

PAST PERFECT PROGRESSIVE

had been handing
had been handing
had been handing

FUTURE PERFECT PROGRESSIVE

will have been handing
will have been handing
will have been handing

EXAMPLES:

Hand me the sugar, would you?

They are banding out brochures for the new ceramics school.

Anna will have handed all of her papers in on Friday and will be ready to celebrate.

PASSIVE

SIMPLE PRESENT

am handed
are handed
is handed

SIMPLE PAST

was handed
were handed
was handed

SIMPLE FUTURE

will be handed
will be handed
will be handed

PRESENT PROGRESSIVE

am being handed
are being handed
is being handed

PAST PROGRESSIVE

was being handed
were being handed
was being handed

FUTURE PROGRESSIVE*

will be being handed*
will be being handed*
will be being handed*

PRESENT PERFECT

have been handed
have been handed
has been handed

PAST PERFECT

had been handed
had been handed
had been handed

FUTURE PERFECT

will have been handed
will have been handed
will have been handed

EXAMPLES:

He was handed a warrant for his arrest.

How many newspapers have been handed out so far?

The keys for the apartment were being handed over this morning at 10:00.

PRINCIPAL CONDITIONALS

PRESENT

would hand
would hand
would hand

PRESENT PROGRESSIVE

would be handing
would be handing
would be handing

PRESENT PASSIVE

would be handed
would be handed
would be handed

PAST

would have handed
would have handed
would have handed

PAST PROGRESSIVE

would have been handing
would have been handing
would have been handing

PAST PASSIVE

would have been handed
would have been handed
would have been handed

EXAMPLES:

I would have handed you a napkin if you had asked.

The dress would have been banded down to you if it had been in decent condition.

hand

PRINCIPAL PARTS: hand, handed, handed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hand/hands	simple present will + base form	<i>If she <u>hands</u> me an important document, I make sure it is filed properly.</i> <i>If I <u>hand</u> you the clean sheets, will you get up on the stool and put them in the closet?</i>
Unreal Present/ Future	handed	would + base form	<i>If we <u>handed</u> out samples, we'd get some new customers.</i>
Unreal Past	had handed	would have + past participle	<i>If I <u>had handed</u> in the paper on time, I wouldn't have been marked down.</i>

SUBJUNCTIVE

ACTIVE	hand	<i>The director insists that the reporter <u>hand</u> in the article immediately.</i>
PASSIVE	be handed	<i>The police request that any important evidence <u>be handed</u> over to them at our earliest convenience.</i>

PHRASAL VERBS

hand (something) down	to give an official decision, such as one made by a court or another ruling body <i>When they <u>banded down</u> the guilty verdict, the defendant began to cry.</i>
hand (something) in	to give paperwork or an assignment to someone who asks for it <i>You have to <u>band in</u> a police report and several other documents before they will give you a visa.</i>
hand (something) out	to distribute <i>The teacher <u>banded out</u> the tests when everybody had been seated.</i>
hand (someone or something) over	to turn someone or something over to someone else who will take responsibility for him, her, or it <i>Brad <u>banded</u> the keys over to his wife when he decided to have a beer.</i>

IDIOMS

to hand it to (someone)	to give someone credit for something <i>I've got to <u>band</u> it to you. Without your help, I wouldn't have been able to finish editing the film.</i>
-------------------------	--

RELATED WORDS

hand-me-down (n.)	something that is given to someone else after the original owner no longer has use for it
handout (n.)	something that is given out, such as a paper given out by a teacher

* Note that the form "will be being handed" is rarely used. To convey a future progressive passive, use the present progressive passive.

hang

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hang
to have hung
hung
hanging

PASSIVE
to be hung
to have been hung
been hung
being hung

ACTIVE

SIMPLE PRESENT

hang
hang
hangs

SIMPLE PAST

hung
hung
hung

SIMPLE FUTURE

will hang
will hang
will hang

PRESENT PROGRESSIVE

am hanging
are hanging
is hanging

PAST PROGRESSIVE

was hanging
were hanging
was hanging

FUTURE PROGRESSIVE

will be hanging
will be hanging
will be hanging

PRESENT PERFECT

have hung
have hung
has hung

PAST PERFECT

had hung
had hung
had hung

FUTURE PERFECT

will have hung
will have hung
will have hung

PRESENT PERFECT PROGRESSIVE

have been hanging
have been hanging
has been hanging

PAST PERFECT PROGRESSIVE

had been hanging
had been hanging
had been hanging

FUTURE PERFECT PROGRESSIVE

will have been hanging
will have been hanging
will have been hanging

EXAMPLES:

The kids hung around until Ben had finished eating dinner.

The keys are hanging on the rack by the door.

That portrait of my family will have been hanging on the same wall for twenty years when we sell our house next year.

PASSIVE

SIMPLE PRESENT

am hung
are hung
is hung

SIMPLE PAST

was hung
were hung
was hung

SIMPLE FUTURE

will be hung
will be hung
will be hung

PRESENT PROGRESSIVE

am being hung
are being hung
is being hung

PAST PROGRESSIVE

was being hung
were being hung
was being hung

FUTURE PROGRESSIVE*

will be being hung*
will be being hung*
will be being hung*

PRESENT PERFECT

have been hung
have been hung
has been hung

PAST PERFECT

had been hung
had been hung
had been hung

FUTURE PERFECT

will have been hung
will have been hung
will have been hung

EXAMPLES:

Only towels and bathing suits are hung from the racks in the shower.

The sign for the restaurant was being hung while we were having dinner.

How many posters will have been hung by the time the party begins?

PRINCIPAL CONDITIONALS

PRESENT

would hang
would hang
would hang

PRESENT PROGRESSIVE

would be hanging
would be hanging
would be hanging

PRESENT PASSIVE

would be hung
would be hung
would be hung

PAST

would have hung
would have hung
would have hung

PAST PROGRESSIVE

would have been hanging
would have been hanging
would have been hanging

PAST PASSIVE

would have been hung
would have been hung
would have been hung

EXAMPLES:

We wouldn't have been hanging around the back door of the theater, except that we thought the actors would come out.

We would have hung the tapestry up if we had known where you wanted it.

I
you/we/they
he/she/it

hang

PRINCIPAL PARTS: hang, hung, hung

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hang/hangs	simple present	If I <u>hang</u> the clothes out in the morning, they are dry by the afternoon.
		will + base form	If she <u>hangs</u> on tightly, she won't fall off.
Unreal Present/ Future	hung	would + base form	If we <u>hung</u> the coats in the back closet, we would have a lot more room in the front closet.
Unreal Past	had hung	would have + past participle	If we <u>had hung</u> in there instead of selling those stocks, we would have made a lot of money.

SUBJUNCTIVE

ACTIVE	hang	The principal insisted that teachers <u>hang</u> students' grades on the classroom door.
PASSIVE	be hung	We ask that all wet clothes <u>be hung</u> on the drying racks outside.

PHRASAL VERBS

hang on	to hold on tightly; to wait <i>Hang on! The bus is going around a corner. / Hang on! I need to tie my shoelace.</i>
hang out	to spend time not doing any focused activity <i>A lot of high school students like to hang out in the recreational center after school.</i>
hang together	to stay together, especially during difficult times <i>If we kids hadn't hung together after Dad's death, I don't think we would have made it.</i>
hang up (something)	to put something on a hanger (clothes) or a wall (decorations) <i>Hang up your dress shirt so it doesn't get wrinkled.</i>
hang up on (someone)	to end a phone call abruptly without saying good-bye <i>I know that Mena didn't like my suggestion, but that's no excuse for hanging up on me.</i>

IDIOMS

to get the hang of something	to begin to feel comfortable doing something <i>After a few lessons, I got the hang of sailing the small boat.</i>
to hang in there	to persevere, especially through a difficult time <i>It seemed the school year would never end, but I knew if we hung in there, we would all be celebrating at graduation.</i>
to hang on someone's every word	to listen attentively to what someone says <i>Sylvia was so in love with her history professor that she hung on his every word.</i>
to hang up one's hat	to retire <i>After his most difficult case, the lawyer decided to hang up his bat.</i>

RELATED WORDS

hangover (n.)	an ill feeling, usually a headache and nausea, that occurs the day after drinking too much alcohol
hang-up (n.)	a fear or similar discomfort that prevents someone from doing something
hanger (n.)	a triangular device with a hook on top used to hold clothes

* Note that the form "will be being hung" is rarely used. To convey a future progressive passive, use the present progressive passive.

** Please note that this conjugation refers to hanging things. When using the verb "to hang" in reference to people, it is conjugated using Verb Chart 1.

have

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to have
to have had
had
having

PASSIVE
to be had
to have been had
been had
being had

ACTIVE

SIMPLE PRESENT

have
have
has

SIMPLE PAST

had
had
had

SIMPLE FUTURE

will have
will have
will have

PRESENT PROGRESSIVE

am having
are having
is having

PAST PROGRESSIVE

was having
were having
was having

FUTURE PROGRESSIVE

will be having
will be having
will be having

PRESENT PERFECT

have had
have had
has had

PAST PERFECT

had had
had had
had had

FUTURE PERFECT

will have had
will have had
will have had

PRESENT PERFECT PROGRESSIVE

have been having
have been having
has been having

PAST PERFECT PROGRESSIVE

had been having
had been having
had been having

FUTURE PERFECT PROGRESSIVE

will have been having
will have been having
will have been having

EXAMPLES:

She has a car, but she doesn't have insurance yet.

I've had some doubts about the new schedule.

Will you be having dinner, or just drinks?

PASSIVE

SIMPLE PRESENT

am had
are had
is had

SIMPLE PAST

was had
were had
was had

SIMPLE FUTURE

will be had
will be had
will be had

PRESENT PROGRESSIVE

am being had
are being had
is being had

PAST PROGRESSIVE

was being had
were being had
was being had

FUTURE PROGRESSIVE*

will be being had*
will be being had*
will be being had*

PRESENT PERFECT

have been had
have been had
has been had

PAST PERFECT

had been had
had been had
had been had

FUTURE PERFECT

will have been had
will have been had
will have been had

EXAMPLES:

The party went well, and a good time was had by all.

This must be a joke; I'm being had.

PRINCIPAL CONDITIONALS

PRESENT

would have
would have
would have

PRESENT PROGRESSIVE

would be having
would be having
would be having

PRESENT PASSIVE

would be had
would be had
would be had

PAST

would have had
would have had
would have had

PAST PROGRESSIVE

would have been having
would have been having
would have been having

PAST PASSIVE

would have been had
would have been had
would have been had

EXAMPLES:

I would have lunch with you, but I have a meeting with my boss.

She would have had a copy of the book if her student hadn't borrowed it.

The girls would be having a good time at camp if it weren't so hot.

have

PRINCIPAL PARTS: have, had, had

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	have/has	simple present will + base form	<i>If I <u>have</u> time in the afternoons, I take a walk in the park.</i> <i>If she <u>has</u> pneumonia, they'll keep her in the hospital.</i>
Unreal Present/ Future	had	would + base form	<i>If I <u>had</u> enough money, I would lend you some.</i>
Unreal Past	had had	would have + past participle	<i>If you <u>hadn't had</u> that last piece of cake, you wouldn't feel so ill right now.</i>

SUBJUNCTIVE

ACTIVE	have	<i>We recommend that the candidates <u>have</u> the proper training.</i>
PASSIVE	be had	<i>I would suggest that this wine <u>be had</u> with fish, not beef.</i>

PHRASAL VERBS

have (something) out	to remove something <i>He <u>had</u> his tooth out after it had been bothering him for a few days.</i>
----------------------	---

IDIOMS

to have had it	to have no tolerance for something or someone anymore <i>I <u>have had</u> it with your attitude!</i>
to have something against someone/something	to have a negative attitude toward someone or something <i>What do you <u>have</u> against dogs? They're lovely animals!</i>
to have a good/bad time	to enjoy oneself/not enjoy oneself <i>The kids <u>had</u> a good time at the party last night.</i>
to have time	to be able to do something because your schedule permits it <i>We <u>wanted</u> to go to the concert but we <u>didn't have</u> time.</i>
to have it in you	to have the energy to do something <i>I <u>would like</u> to join you for a movie this evening, but I <u>don't have</u> it in me.</i>

RELATED WORDS

have-nots (n.)	people who often live without enough to live comfortably
haves (n.)	people who live well

* Note that the form "will be being had" is rarely used. To convey a future progressive passive, use the present progressive passive.

head

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to head
to have headed
headed
heading

PASSIVE
to be headed
to have been headed
been headed
being headed

ACTIVE

SIMPLE PRESENT

head
head
heads

SIMPLE PAST

headed
headed
headed

SIMPLE FUTURE

will head
will head
will head

PRESENT PROGRESSIVE

am heading
are heading
is heading

PAST PROGRESSIVE

was heading
were heading
was heading

FUTURE PROGRESSIVE

will be heading
will be heading
will be heading

PRESENT PERFECT

have headed
have headed
has headed

PAST PERFECT

had headed
had headed
had headed

FUTURE PERFECT

will have headed
will have headed
will have headed

PRESENT PERFECT PROGRESSIVE

have been heading
have been heading
has been heading

PAST PERFECT PROGRESSIVE

had been heading
had been heading
had been heading

FUTURE PERFECT PROGRESSIVE

will have been heading
will have been heading
will have been heading

EXAMPLES:

The man who heads up our department is an old friend from high school.

If he continues on that track, he's heading for trouble.

We had been heading in the wrong direction for hours and had to turn around and retrace our steps.

PASSIVE

SIMPLE PRESENT

am headed
are headed
is headed

SIMPLE PAST

was headed
were headed
was headed

SIMPLE FUTURE

will be headed
will be headed
will be headed

PRESENT PROGRESSIVE

am being headed
are being headed
is being headed

PAST PROGRESSIVE

was being headed
were being headed
was being headed

FUTURE PROGRESSIVE*

will be being headed*
will be being headed*
will be being headed*

PRESENT PERFECT

have been headed
have been headed
has been headed

PAST PERFECT

had been headed
had been headed
had been headed

FUTURE PERFECT

will have been headed
will have been headed
will have been headed

EXAMPLES:

The advertising campaign was being headed by a new hire in the company.

Our department had been headed up for years by a very competent director.

PRINCIPAL CONDITIONALS

PRESENT

would head
would head
would head

PRESENT PROGRESSIVE

would be heading
would be heading
would be heading

PRESENT PASSIVE

would be headed
would be headed
would be headed

PAST

would have headed
would have headed
would have headed

PAST PROGRESSIVE

would have been heading
would have been heading
would have been heading

PAST PASSIVE

would have been headed
would have been headed
would have been headed

EXAMPLES:

Matthew would be heading in our direction if it weren't for the terrible weather.

The parade would have been headed by our float if we had finished it on time.

head

PRINCIPAL PARTS: head, headed, headed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	head/heads	simple present will + base form	<i>If he <u>heads</u> the excursion, we always get lost.</i> <i>If we <u>head</u> to the north, we'll be able to see the moon.</i>
Unreal Present/ Future	headed	would + base form	<i>If we <u>headed</u> here more often, we'd get out into nature on a more regular basis.</i>
Unreal Past	had headed	would have + past participle	<i>If Bill and Hillary <u>had headed</u> for the beach this morning, they would have gotten in a good swim before it began to rain.</i>

SUBJUNCTIVE

ACTIVE	head	<i>It is important that the campers <u>head</u> in the direction of the lake.</i>
PASSIVE	be headed	<i>We ask that their outing <u>be headed</u> by someone with outdoor skills.</i>

PHRASAL VERBS

head back	to move in the direction that you came from, or back to where you came from <i>Sorry you won't be able to spend much time with Cody and Tim. They're heading back to California in the morning.</i>
head for	to go in the direction of something <i>They were heading for the cabin when the blizzard struck.</i>
head off	to leave and go in the direction of another place <i>I'm sorry to leave so soon, but I'm heading off to visit my parents tonight, and I've got to catch a plane.</i>
head out	to leave <i>We've got to head out, or we'll miss our train.</i>

IDIOMS

to be heading in the right direction	to be working on something and feel that your actions are taking you where you want to go <i>I believe that the negotiations are heading in the right direction.</i>
to be heading/headed for trouble	to be taking actions that will lead you to problems <i>The counselor could tell immediately that the boy was heading for trouble.</i>
to head somebody off at the pass	to try to stop somebody from doing something that you don't approve of <i>This idea of traveling alone in Mexico doesn't please me. I hope we can head him off at the pass.</i>

RELATED WORDS

head-on collision (n.)	an accident in which the fronts of two vehicles hit
head start (n.)	when someone is given an advantage over others
headway (n.)	forward movement, progress

* Note that the form "will be being headed" is rarely used. To convey a future progressive passive, use the present progressive passive.

hear

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hear
to have heard
heard
hearing

PASSIVE
to be heard
to have been heard
been heard
being heard

ACTIVE

SIMPLE PRESENT

hear
hear
hears

SIMPLE PAST

heard
heard
heard

SIMPLE FUTURE

will hear
will hear
will hear

PRESENT PROGRESSIVE

am hearing
are hearing
is hearing

PAST PROGRESSIVE

was hearing
were hearing
was hearing

FUTURE PROGRESSIVE

will be hearing
will be hearing
will be hearing

PRESENT PERFECT

have heard
have heard
has heard

PAST PERFECT

had heard
had heard
had heard

FUTURE PERFECT

will have heard
will have heard
will have heard

PRESENT PERFECT PROGRESSIVE

have been hearing
have been hearing
has been hearing

PAST PERFECT PROGRESSIVE

had been hearing
had been hearing
had been hearing

FUTURE PERFECT PROGRESSIVE

will have been hearing
will have been hearing
will have been hearing

EXAMPLES:

I hear what you're saying, but I don't agree with you.

You will be hearing the emergency warning system.

I have been hearing strange noises in my house.

PASSIVE

SIMPLE PRESENT

am heard
are heard
is heard

SIMPLE PAST

was heard
were heard
was heard

SIMPLE FUTURE

will be heard
will be heard
will be heard

PRESENT PROGRESSIVE

am being heard
are being heard
is being heard

PAST PROGRESSIVE

was being heard
were being heard
was being heard

FUTURE PROGRESSIVE*

will be being heard*
will be being heard*
will be being heard*

PRESENT PERFECT

have been heard
have been heard
has been heard

PAST PERFECT

had been heard
had been heard
had been heard

FUTURE PERFECT

will have been heard
will have been heard
will have been heard

EXAMPLES:

The concert was being heard by thousands of people over the radio.

Do you think what I'm saying will be heard by enough staff members to make a difference?

PRINCIPAL CONDITIONALS

PRESENT

would hear
would hear
would hear

PRESENT PROGRESSIVE

would be hearing
would be hearing
would be hearing

PRESENT PASSIVE

would be heard
would be heard
would be heard

PAST

would have heard
would have heard
would have heard

PAST PROGRESSIVE

would have been hearing
would have been hearing
would have been hearing

PAST PASSIVE

would have been heard
would have been heard
would have been heard

EXAMPLES:

We would be hearing the lecture right now if it weren't for the interference on this station.

I didn't think the new recording would be heard until next week.

I
you/we/they
he/she/it

hear

PRINCIPAL PARTS: hear, heard, heard

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hear/hears	simple present	<i>If I hear you correctly, you want me to stop working and help you with dinner.</i>
Unreal Present/ Future	heard	will + base form would + base form	<i>If she hears me yelling, she'll turn around.</i> <i>If I heard you, I would answer you.</i>
Unreal Past	had heard	would have + past participle	<i>If we had heard the timer, our dinner wouldn't have burned.</i>

SUBJUNCTIVE

ACTIVE	hear	<i>It is vital that the judge hear both sides of the story.</i>
PASSIVE	be heard	<i>We ask that Danny's story be heard first.</i>

PHRASAL VERBS

hear from (someone)	to receive news from someone <i>Have you heard from Phil lately?</i>
hear of (something)	to be familiar with something <i>I have never heard of that group, but I'd love to listen to their music.</i>
hear (someone) out	to listen to all of what someone has to say <i>Please hear me out before you make any comments or criticisms.</i>

IDIOMS

to hear something through the grapevine	to hear news or gossip from other people rather than directly from the source <i>I heard through the grapevine that Sal and Maureen are splitting up.</i>
to not hear of something	to consider something unacceptable <i>Tim said he would sleep on the couch in the living room, but I won't hear of it! We have an extra bed upstairs.</i>
you could hear a pin drop	an expression that means that it is very quiet, often after surprising or disturbing news has been given <i>When she announced her marriage to Jane's ex-husband, the room became so quiet that you could hear a pin drop.</i>
to be hard of hearing	to have difficulty hearing <i>My father got a hearing aid when he started to become hard of hearing.</i>

RELATED WORDS

hearing (n.)	the ability to hear sound
hearing aid (n.)	a device used to improve hearing
hearsay (n.)	repeating something that you've heard but that you aren't sure is true

* Note that the form "will be being heard" is rarely used. To convey a future progressive passive, use the present progressive passive.

help

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to help
to have helped
helped
helping

PASSIVE
to be helped
to have been helped
been helped
being helped

ACTIVE

SIMPLE PRESENT

help
help
helps

SIMPLE PAST

helped
helped
helped

SIMPLE FUTURE

will help
will help
will help

PRESENT PROGRESSIVE

am helping
are helping
is helping

PAST PROGRESSIVE

was helping
were helping
was helping

FUTURE PROGRESSIVE

will be helping
will be helping
will be helping

PRESENT PERFECT

have helped
have helped
has helped

PAST PERFECT

had helped
had helped
had helped

FUTURE PERFECT

will have helped
will have helped
will have helped

PRESENT PERFECT PROGRESSIVE

have been helping
have been helping
has been helping

PAST PERFECT PROGRESSIVE

had been helping
had been helping
had been helping

FUTURE PERFECT PROGRESSIVE

will have been helping
will have been helping
will have been helping

EXAMPLES:

We'll help out if you need us on your moving day.

Our company will have helped thousands of people find reasonably priced homes by our anniversary next year.

They had been helping themselves to the liquor in the cabinet for weeks before we realized it.

PASSIVE

SIMPLE PRESENT

am helped
are helped
is helped

SIMPLE PAST

was helped
were helped
was helped

SIMPLE FUTURE

will be helped
will be helped
will be helped

PRESENT PROGRESSIVE

am being helped
are being helped
is being helped

PAST PROGRESSIVE

was being helped
were being helped
was being helped

FUTURE PROGRESSIVE*

will be being helped*
will be being helped*
will be being helped*

PRESENT PERFECT

have been helped
have been helped
has been helped

PAST PERFECT

had been helped
had been helped
had been helped

FUTURE PERFECT

will have been helped
will have been helped
will have been helped

EXAMPLES:

Are you being helped?

I was helped by the clerk in the red dress.

We have never been helped so much before. Thanks a lot!

PRINCIPAL CONDITIONALS

PRESENT

would help
would help
would help

PRESENT PROGRESSIVE

would be helping
would be helping
would be helping

PRESENT PASSIVE

would be helped
would be helped
would be helped

PAST

would have helped
would have helped
would have helped

PAST PROGRESSIVE

would have been helping
would have been helping
would have been helping

PAST PASSIVE

would have been helped
would have been helped
would have been helped

EXAMPLES:

I would help them if they asked me

Harry and Sue would have helped with the dinner but they got caught up in traffic.

I
you/we/they
he/she/it

help

PRINCIPAL PARTS: help, helped, helped

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	help/helps	simple present will + base form	<i>If I <u>help</u> him with his assignments, then he is happy to return the favor.</i> <i>If she <u>helps</u> him with his homework, he'll finish up on time.</i>
Unreal Present/ Future	helped	would + base form	<i>If you <u>helped</u> us move our furniture, we would be eternally grateful.</i>
Unreal Past	had helped	would have + past participle	<i>If I <u>had helped</u> him do his taxes, he probably wouldn't have been audited.</i>

SUBJUNCTIVE

ACTIVE	help	<i>It is important that we <u>help</u> others.</i>
PASSIVE	be helped	<i>They suggested that the older patients <u>be helped</u> first.</i>

PHRASAL VERBS

help out	to assist <i>Your kids are great! They always help out when they come to visit.</i>
----------	--

IDIOMS

to help yourself to something	to take what you need by yourself without waiting for someone to give it to you <i>Help yourself to a drink while I get the door.</i>
something can't be helped	said when a situation or action is unavoidable <i>The president of the company didn't want to fire anyone, but it couldn't be helped.</i>

RELATED WORDS

helping (n.)	one serving of food
--------------	---------------------

* Note that the form "will be being helped" is rarely used. To convey a future progressive passive, use the present progressive passive.

hide

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hide
to have hidden
hidden
hiding

PASSIVE
to be hidden
to have been hidden
been hidden
being hidden

ACTIVE

SIMPLE PRESENT

hide
hide
hides

SIMPLE PAST

hid
hid
hid

SIMPLE FUTURE

will hide
will hide
will hide

PRESENT PROGRESSIVE

am hiding
are hiding
is hiding

PAST PROGRESSIVE

was hiding
were hiding
was hiding

FUTURE PROGRESSIVE

will be hiding
will be hiding
will be hiding

PRESENT PERFECT

have hidden
have hidden
has hidden

PAST PERFECT

had hidden
had hidden
had hidden

FUTURE PERFECT

will have hidden
will have hidden
will have hidden

PRESENT PERFECT PROGRESSIVE

have been hiding
have been hiding
has been hiding

PAST PERFECT PROGRESSIVE

had been hiding
had been hiding
had been hiding

FUTURE PERFECT PROGRESSIVE

will have been hiding
will have been hiding
will have been hiding

EXAMPLES:

I always hide a bottle of brandy in the kitchen.

The children hid behind the door when their mother got home.

He had been hiding the truth from me for years.

PASSIVE

SIMPLE PRESENT

am hidden
are hidden
is hidden

SIMPLE PAST

was hidden
were hidden
was hidden

SIMPLE FUTURE

will be hidden
will be hidden
will be hidden

PRESENT PROGRESSIVE

am being hidden
are being hidden
is being hidden

PAST PROGRESSIVE

was being hidden
were being hidden
was being hidden

FUTURE PROGRESSIVE*

will be being hidden*
will be being hidden*
will be being hidden*

PRESENT PERFECT

have been hidden
have been hidden
has been hidden

PAST PERFECT

had been hidden
had been hidden
had been hidden

FUTURE PERFECT

will have been hidden
will have been hidden
will have been hidden

EXAMPLES:

The money was hidden under her mattress.

The drugs had been hidden in the lining of his suitcase, but they were detected by the equipment.

PRINCIPAL CONDITIONALS

PRESENT

would hide
would hide
would hide

PRESENT PROGRESSIVE

would be hiding
would be hiding
would be hiding

PRESENT PASSIVE

would be hidden
would be hidden
would be hidden

PAST

would have hidden
would have hidden
would have hidden

PAST PROGRESSIVE

would have been hiding
would have been hiding
would have been hiding

PAST PASSIVE

would have been hidden
would have been hidden
would have been hidden

EXAMPLES:

We would have hidden the documents more carefully if we had known.

hide

PRINCIPAL PARTS: hide, hid, hidden

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hide/hides	simple present will + base form	<i>If the government <u>hides</u> the facts, the public remains unformed.</i> <i>If she <u>hides</u> the money in the back of the closet, nobody will find it.</i>
Unreal Present/ Future	hid	would + base form	<i>If we <u>hid</u> out in the woods, the other kids wouldn't be able to find us.</i>
Unreal Past	had hidden	would have + past participle	<i>If I <u>hadn't hidden</u> your present so well, I would have been able to find it when I wanted to give it to you.</i>

SUBJUNCTIVE

ACTIVE	hide	<i>I recommend that we <u>hide</u> in the kitchen so that he is surprised when he comes.</i>
PASSIVE	be hidden	<i>It is essential the his gift <u>be hidden</u> well or he will find it before his birthday.</i>

IDIOMS

to have nothing to hide	to be completely open about your actions because you feel you have done nothing wrong <i>Ask me anything, because I have nothing to hide.</i>
-------------------------	--

RELATED WORDS

hide-and-seek (n.)	a children's game in which several children hide and one must find them
hidden agenda (n.)	an additional objective that has been concealed
hideaway (n.)	a place where you can escape from the everyday cares of life
hiding place (n.)	a place where you yourself can hide or where you can hide something
hideout (n.)	someplace where you cannot be found

* Note that the form "will be being hidden" is rarely used. To convey a future progressive passive, use the present progressive passive.

hit

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hit
to have hit
hit
hitting

PASSIVE
to be hit
to have been hit
been hit
being hit

ACTIVE

SIMPLE PRESENT

hit
hit
hits

SIMPLE PAST

hit
hit
hit

SIMPLE FUTURE

will hit
will hit
will hit

PRESENT PROGRESSIVE

am hitting
are hitting
is hitting

PAST PROGRESSIVE

was hitting
were hitting
was hitting

FUTURE PROGRESSIVE

will be hitting
will be hitting
will be hitting

PRESENT PERFECT

have hit
have hit
has hit

PAST PERFECT

had hit
had hit
had hit

FUTURE PERFECT

will have hit
will have hit
will have hit

PRESENT PERFECT PROGRESSIVE

have been hitting
have been hitting
has been hitting

PAST PERFECT PROGRESSIVE

had been hitting
had been hitting
had been hitting

FUTURE PERFECT PROGRESSIVE

will have been hitting
will have been hitting
will have been hitting

EXAMPLES:

The buyout of the family company hit them hard.

We've hit on a new plan for the renovation of the recreational center.

After practicing, the team members were hitting the ball more consistently.

PASSIVE

SIMPLE PRESENT

am hit
are hit
is hit

SIMPLE PAST

was hit
were hit
was hit

SIMPLE FUTURE

will be hit
will be hit
will be hit

PRESENT PROGRESSIVE

am being hit
are being hit
is being hit

PAST PROGRESSIVE

was being hit
were being hit
was being hit

FUTURE PROGRESSIVE*

will be being hit*
will be being hit*
will be being hit*

PRESENT PERFECT

have been hit
have been hit
has been hit

PAST PERFECT

had been hit
had been hit
had been hit

FUTURE PERFECT

will have been hit
will have been hit
will have been hit

EXAMPLES:

Her car was hit by an SUV that ran a stop sign.

She looked up just as the ball was being hit by the batter.

The entire area was hit by severe thunderstorms.

PRINCIPAL CONDITIONALS

PRESENT

would hit
would hit
would hit

PRESENT PROGRESSIVE

would be hitting
would be hitting
would be hitting

PRESENT PASSIVE

would be hit
would be hit
would be hit

PAST

would have hit
would have hit
would have hit

PAST PROGRESSIVE

would have been hitting
would have been hitting
would have been hitting

PAST PASSIVE

would have been hit
would have been hit
would have been hit

EXAMPLES:

Would you hit the play button so we can watch the movie?

Nobody predicted that the rookie baseball player would be hitting so many home runs this year.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hit/hits	simple present will + base form	<i>If he hits well during a game, the coach gives him a lot of encouragement.</i> <i>If she hits me up for money one more time, I'll give her a piece of my mind.</i>
Unreal Present/ Future	hit	would + base form	<i>If she hit her child and we suspected it was a pattern, we'd alert child welfare.</i>
Unreal Past	had hit	would have + past participle	<i>If I had hit the jackpot, I would have treated you to dinner.</i>

SUBJUNCTIVE

ACTIVE	hit	<i>The coach recommended that the boy hit the ball farther down on the bat.</i>
PASSIVE	be hit	<i>It is essential that the target for donations be hit by the close of this quarter.</i>

PHRASAL VERBS

hit on (someone)	to flirt with someone (usually unreciprocated) <i>Some guy was bitting on me in the bar, so I left.</i>
hit (someone) up for (something)	to ask someone for something, usually money <i>How much did you bit him up for this time?</i>

IDIOMS

to hit the spot	to satisfy, to be exactly the right thing at the right moment <i>That glass of lemonade really bit the spot. It was exactly what I wanted.</i>
to hit the road	to begin a trip, to leave a place <i>We've got to bit the road if we want to be home before dark. / It's late. Let's bit the road.</i>
to hit the nail on the head	to make a correct analysis of something <i>I think you bit the nail on the head when you said he did it because he was feeling guilty.</i>
to hit the hay	to go to sleep <i>Sorry to interrupt the party, but I've got to bit the hay.</i>
to hit it big	to become very successful or rich <i>The musician went to New York hoping that he would bit it big.</i>
to hit the deck	to quickly drop to the floor or ground <i>They're shooting! Hit the deck!</i>

RELATED WORDS

hit or miss (adv.)	very uneven, not consistent
hit-and-run (adj.)	describes an accident in which the driver hits another car or a person and then leaves the scene of the accident without providing identification
hit man (n.)	a person who commits murders as a job, an assassin

* Note that the form "will be being hit" is rarely used. To convey a future progressive passive, use the present progressive passive.

hold

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to hold
to have held
held
holding

PASSIVE
to be held
to have been held
been held
being held

ACTIVE

SIMPLE PRESENT

hold
hold
holds

SIMPLE PAST

held
held
held

SIMPLE FUTURE

will hold
will hold
will hold

PRESENT PROGRESSIVE

am holding
are holding
is holding

PAST PROGRESSIVE

was holding
were holding
was holding

FUTURE PROGRESSIVE

will be holding
will be holding
will be holding

PRESENT PERFECT

have held
have held
has held

PAST PERFECT

had held
had held
had held

FUTURE PERFECT

will have held
will have held
will have held

PRESENT PERFECT PROGRESSIVE

have been holding
have been holding
has been holding

PAST PERFECT PROGRESSIVE

had been holding
had been holding
had been holding

FUTURE PERFECT PROGRESSIVE

will have been holding
will have been holding
will have been holding

EXAMPLES:

The store has been holding the dress for me while I make up my mind.

Her daughter held her hand while they crossed the street.

PASSIVE

SIMPLE PRESENT

am held
are held
is held

SIMPLE PAST

was held
were held
was held

SIMPLE FUTURE

will be held
will be held
will be held

PRESENT PROGRESSIVE

am being held
are being held
is being held

PAST PROGRESSIVE

was being held
were being held
was being held

FUTURE PROGRESSIVE*

will be being held*
will be being held*
will be being held*

PRESENT PERFECT

have been held
have been held
has been held

PAST PERFECT

had been held
had been held
had been held

FUTURE PERFECT

will have been held
will have been held
will have been held

EXAMPLES:

They were held up by the rush hour traffic.

The baby was being held by his grandmother.

PRINCIPAL CONDITIONALS

PRESENT

would hold
would hold
would hold

PRESENT PROGRESSIVE

would be holding
would be holding
would be holding

PRESENT PASSIVE

would be held
would be held
would be held

PAST

would have held
would have held
would have held

PAST PROGRESSIVE

would have been holding
would have been holding
would have been holding

PAST PASSIVE

would have been held
would have been held
would have been held

EXAMPLES:

A larger container would hold more water.

I would have held out if I had known that you had made dinner.

hold

PRINCIPAL PARTS: hold, held, held

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	hold/holds	simple present	If I <u>hold</u> the mirror in a certain way, I can see into the next room.
		will + base form	If she <u>holds</u> him back any longer, he will resent her for it.
Unreal Present/ Future	held	would + base form	If we <u>held</u> the party next week, Jim wouldn't be able to come.
Unreal Past	had held	would have + past participle	If the traffic <u>hadn't held</u> me up, I would have been here hours ago.

SUBJUNCTIVE

ACTIVE	hold	The owner insists that we <u>hold</u> on to the furniture in the lounge.
PASSIVE	be held	The manager recommended that a meeting <u>be held</u> once a week.

PHRASAL VERBS

hold (something) against (somebody)	to consider something that someone did a reason to treat him or her differently (usually with dislike) <i>Henrietta didn't invite me to her wedding and I still <u>hold</u> it against her.</i>
hold (someone or something) back	to keep someone or something from moving forward <i>My son was <u>held</u> back in first grade even though he was supposed to move to the second grade. / He had really hurt me but I <u>held</u> back the tears.</i>
hold on to (something or someone)	to not let something or someone go <i>You should <u>hold</u> on to your mother's paintings. They could be valuable someday.</i>
hold out for	to wait until you have exactly what you want <i>She <u>could've</u> married any man but she was <u>holding</u> out for Mr. Perfect.</i>
hold (someone or something) up	to delay someone who is in the process of doing something or something that is in the process of being done; to raise <i>I'm sorry I'm late. I got <u>held</u> up by traffic. / <u>Hold</u> up your hand if you've ever been to China.</i>

IDIOMS

to hold a grudge	to remain angry at someone about something that he or she did <i>She's still <u>holding</u> a grudge about my not showing up for dinner a few weeks ago.</i>
to hold down the fort	to be in charge of a place, especially when those usually in charge have left temporarily <i>I've got to <u>run</u> out for milk. Can you <u>hold</u> down the fort?</i>
hold your horses	an expression said when you want someone to stop <i>Tom wanted to start on the painting job before we had cleaned the walls. "<u>Hold</u> your horses," I said.</i>
to hold one's own	to successfully do something with others who are more experienced <i>We weren't sure if she would be able to run with the advanced team, but she's <u>holding</u> her own.</i>

RELATED WORDS

holder (n.)	something that holds something else
holding pattern (n.)	a configuration of planes waiting to land at an airport, usually after some delay

* Note that the form "will be being held" is rarely used. To convey a future progressive passive, use the present progressive passive.

jump

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to jump
to have jumped
jumped
jumping

PASSIVE
to be jumped
to have been jumped
been jumped
being jumped

ACTIVE

SIMPLE PRESENT

jump
jump
jumps

SIMPLE PAST

jumped
jumped
jumped

SIMPLE FUTURE

will jump
will jump
will jump

PRESENT PROGRESSIVE

am jumping
are jumping
is jumping

PAST PROGRESSIVE

was jumping
were jumping
was jumping

FUTURE PROGRESSIVE

will be jumping
will be jumping
will be jumping

PRESENT PERFECT

have jumped
have jumped
has jumped

PAST PERFECT

had jumped
had jumped
had jumped

FUTURE PERFECT

will have jumped
will have jumped
will have jumped

PRESENT PERFECT PROGRESSIVE

have been jumping
have been jumping
has been jumping

PAST PERFECT PROGRESSIVE

had been jumping
had been jumping
had been jumping

FUTURE PERFECT PROGRESSIVE

will have been jumping
will have been jumping
will have been jumping

EXAMPLES:

The horse easily jumped over the fence.

Whenever the boss asks her to do something, she jumps.

The birds have been jumping from tree to tree, which makes it harder to identify them.

PASSIVE

SIMPLE PRESENT

am jumped
are jumped
is jumped

SIMPLE PAST

was jumped
were jumped
was jumped

SIMPLE FUTURE

will be jumped
will be jumped
will be jumped

PRESENT PROGRESSIVE

am being jumped
are being jumped
is being jumped

PAST PROGRESSIVE

was being jumped
were being jumped
was being jumped

FUTURE PROGRESSIVE*

will be being jumped*
will be being jumped*
will be being jumped*

PRESENT PERFECT

have been jumped
have been jumped
has been jumped

PAST PERFECT

had been jumped
had been jumped
had been jumped

FUTURE PERFECT

will have been jumped
will have been jumped
will have been jumped

EXAMPLES:

How many hedges will be jumped before the horse completes the steeplechase?

They were jumped as they rounded the corner.

PRINCIPAL CONDITIONALS

PRESENT

would jump
would jump
would jump

PRESENT PROGRESSIVE

would be jumping
would be jumping
would be jumping

PRESENT PASSIVE

would be jumped
would be jumped
would be jumped

PAST

would have jumped
would have jumped
would have jumped

PAST PROGRESSIVE

would have been jumping
would have been jumping
would have been jumping

PAST PASSIVE

would have been jumped
would have been jumped
would have been jumped

EXAMPLES:

She would jump through hoops to make him happy.

The kids would have jumped off the diving board, but their mother didn't let them.

I
you/we/they
he/she/it

jump

PRINCIPAL PARTS: jump, jumped, jumped

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	jump/jumps	simple present will + base form	<i>If I <u>jump</u> into the pool, I always get water in my nose.</i> <i>If she <u>jumps</u> far enough, she'll make the final rounds.</i>
Unreal Present/ Future	jumped	would + base form	<i>If the horse <u>jumped</u> better during the practice rounds, it would make it to the finals.</i>
Unreal Past	had jumped	would have + past participle	<i>If you <u>had jumped</u> on that idea, we would have been rich!</i>

SUBJUNCTIVE

ACTIVE	jump	<i>It is essential that we <u>jump</u> on this deal soon if we don't want to lose an excellent opportunity.</i>
PASSIVE	be jumped	<i>We recommend that the offer <u>be jumped</u> on before the close of today's trading.</i>

PHRASAL VERBS

jump in	to interrupt, or to get involved in a conversation <i>If I can <u>jump in</u> for a moment, I have a few ideas on this topic also.</i>
jump on (something)	to quickly act on something <i>We need to <u>jump on</u> this opportunity while we still have the chance.</i>
jump out at	to attract attention <i>I didn't like the Picasso I saw, but Jackson Pollock's work at the Met <u>jumped out at</u> me.</i>

IDIOMS

to jump to attention	to eagerly follow someone's orders <i>When I asked those kids to clean up the campsite, they really <u>jumped to attention</u>.</i>
to jump the gun	to do something too soon <i>He <u>jumped the gun</u> when he asked her out on a date so soon after they had met.</i>
to jump through hoops	to do whatever is necessary to get something that you want <i>I felt sorry for Sam, seeing the way his company made him <u>jump through hoops</u> for that promotion.</i>
to jump all over someone	to chastise <i>Why do you always <u>jump all over</u> me for every little thing I do?</i>

RELATED WORDS

jumping jacks (n.)	a type of exercise in which you move your feet out and in while moving your hands up and down
jumpy (adj.)	uneasy, nervous

* Note that the form "will be being jumped" is rarely used. To convey a future progressive passive, use the present progressive passive.

keep

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to keep
to have kept
kept
keeping

PASSIVE
to be kept
to have been kept
been kept
being kept

ACTIVE

SIMPLE PRESENT

keep
keep
keeps

SIMPLE PAST

kept
kept
kept

SIMPLE FUTURE

will keep
will keep
will keep

PRESENT PROGRESSIVE

am keeping
are keeping
is keeping

PAST PROGRESSIVE

was keeping
were keeping
was keeping

FUTURE PROGRESSIVE

will be keeping
will be keeping
will be keeping

PRESENT PERFECT

have kept
have kept
has kept

PAST PERFECT

had kept
had kept
had kept

FUTURE PERFECT

will have kept
will have kept
will have kept

PRESENT PERFECT PROGRESSIVE

have been keeping
have been keeping
has been keeping

PAST PERFECT PROGRESSIVE

had been keeping
had been keeping
had been keeping

FUTURE PERFECT PROGRESSIVE

will have been keeping
will have been keeping
will have been keeping

EXAMPLES:

Can you keep a secret?

Are you keeping track of all the money we spend?

He had kept the ribbons all of his life by which to remember his mother.

PASSIVE

SIMPLE PRESENT

am kept
are kept
is kept

SIMPLE PAST

was kept
were kept
was kept

SIMPLE FUTURE

will be kept
will be kept
will be kept

PRESENT PROGRESSIVE

am being kept
are being kept
is being kept

PAST PROGRESSIVE

was being kept
were being kept
was being kept

FUTURE PROGRESSIVE*

will be being kept*
will be being kept*
will be being kept*

PRESENT PERFECT

have been kept
have been kept
has been kept

PAST PERFECT

had been kept
had been kept
had been kept

FUTURE PERFECT

will have been kept
will have been kept
will have been kept

EXAMPLES:

She has been kept from finding a solution to the problem due to a lack of funding.

The gold bricks are being kept in the Federal Reserve.

Your money will kept in a safe-deposit box until you wish to pick it up.

PRINCIPAL CONDITIONALS

PRESENT

would keep
would keep
would keep

PRESENT PROGRESSIVE

would be keeping
would be keeping
would be keeping

PRESENT PASSIVE

would be kept
would be kept
would be kept

PAST

would have kept
would have kept
would have kept

PAST PROGRESSIVE

would have been keeping
would have been keeping
would have been keeping

PAST PASSIVE

would have been kept
would have been kept
would have been kept

EXAMPLES:

I'm sure she would keep your cat for you for just a week.

You wouldn't have kept up with me if the race had been last week.

keep

PRINCIPAL PARTS: keep, kept, kept

Important Forms in Use

IF/THEN CONDITIONALS

	IF...	... THEN	EXAMPLE
Real Present/ Future	keep/keeps	simple present	If he <u>keeps</u> up the good work, he gets a gold star.
Unreal Present/ Future	kept	will + base form	If you <u>keep</u> her in sight, we won't lose her.
Unreal Past	had kept	would + base form	If they <u>kept</u> in touch with us, we'd keep in touch with them.
		would have + past participle	If I <u>had kept</u> her as a friend, I would have been happier.

SUBJUNCTIVE

ACTIVE	keep	<i>He suggests that you <u>keep</u> to your regular exercise schedule.</i>
PASSIVE	be kept	<i>It is essential that the cat and the dog <u>be kept</u> away from each other.</i>

PHRASAL VERBS

keep at (something)	to work hard on something without stopping <i>I thought he would give up dancing, but he kept at it for many years.</i>
keep (someone) away	to not allow people to come close to someone or something <i>You need to keep the children away from the fire!</i>
keep off (something)	to stay away from or avoid (usually indicates prohibition from standing on something) <i>Keep off the grass.</i>
keep on (doing something)	to continue <i>We know that learning a language can be difficult, but we want to encourage you to keep on studying.</i>
keep (someone or something) out	to prevent (someone or something) from entering <i>When I was a child, my parents kept me out of the attic.</i>
keep up	to maintain the same pace as others <i>It was hard, but I kept up with John during the marathon last year.</i>

IDIOMS

to keep a secret	to not tell anyone about something <i>Can you keep a secret?</i>
to keep in touch	to stay in contact <i>Let's keep in touch when you move to New Jersey.</i>
to keep someone posted	to inform someone if there are any changes in your life, a situation, etc. <i>I know you just started in your new job. You'll have to keep me posted as to how things are going.</i>

RELATED WORDS

keepsake (n.)	something that you keep to remind you of something or someone
keeper (n.)	something or someone worth keeping

* Note that the form "will be being kept" is rarely used. To convey a future progressive passive, use the present progressive passive.

kick

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to kick
to have kicked
kicked
kicking

PASSIVE
to be kicked
to have been kicked
been kicked
being kicked

ACTIVE

SIMPLE PRESENT

kick
kick
kicks

SIMPLE PAST

kicked
kicked
kicked

SIMPLE FUTURE

will kick
will kick
will kick

PRESENT PROGRESSIVE

am kicking
are kicking
is kicking

PAST PROGRESSIVE

was kicking
were kicking
was kicking

FUTURE PROGRESSIVE

will be kicking
will be kicking
will be kicking

PRESENT PERFECT

have kicked
have kicked
has kicked

PAST PERFECT

had kicked
had kicked
had kicked

FUTURE PERFECT

will have kicked
will have kicked
will have kicked

PRESENT PERFECT PROGRESSIVE

have been kicking
have been kicking
has been kicking

PAST PERFECT PROGRESSIVE

had been kicking
had been kicking
had been kicking

FUTURE PERFECT PROGRESSIVE

will have been kicking
will have been kicking
will have been kicking

EXAMPLES:

The chancellor kicked the students out of the program because they had plagiarized.

The kids were kicking the ball around in the playground.

Hal has been trying to quit smoking for years, but he still hasn't kicked the habit.

PASSIVE

SIMPLE PRESENT

am kicked
are kicked
is kicked

SIMPLE PAST

was kicked
were kicked
was kicked

SIMPLE FUTURE

will be kicked
will be kicked
will be kicked

PRESENT PROGRESSIVE

am being kicked
are being kicked
is being kicked

PAST PROGRESSIVE

was being kicked
were being kicked
was being kicked

FUTURE PROGRESSIVE*

will be being kicked*
will be being kicked*
will be being kicked*

PRESENT PERFECT

have been kicked
have been kicked
has been kicked

PAST PERFECT

had been kicked
had been kicked
had been kicked

FUTURE PERFECT

will have been kicked
will have been kicked
will have been kicked

EXAMPLES:

The boys were kicked out of school because of inappropriate behavior.

Sam will be kicked off the team if he doesn't get into shape.

How many ideas had been kicked around before the final decision was made?

PRINCIPAL CONDITIONALS

PRESENT

would kick
would kick
would kick

PRESENT PROGRESSIVE

would be kicking
would be kicking
would be kicking

PRESENT PASSIVE

would be kicked
would be kicked
would be kicked

PAST

would have kicked
would have kicked
would have kicked

PAST PROGRESSIVE

would have been kicking
would have been kicking
would have been kicking

PAST PASSIVE

would have been kicked
would have been kicked
would have been kicked

EXAMPLES:

If this sleeping pill would kick in, I could get some sleep.

They would have been kicked out if they hadn't apologized to the director.

kick

PRINCIPAL PARTS: kick, kicked, kicked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	kick/kicks	simple present will + base form	<i>If I <u>kick</u> them off the team, I have no good players left.</i> <i>If the kids <u>kick</u> the ball right in front of the house, they will break a window.</i>
Unreal Present/ Future	kicked	would + base form	<i>If we <u>kicked</u> the idea around for a little bit longer, we would make a better decision.</i>
Unreal Past	had kicked	would have + past participle	<i>If I <u>had kicked</u> my son out of the house after he disobeyed me, he wouldn't have had anywhere to go.</i>

SUBJUNCTIVE

ACTIVE	kick	<i>We ask that you <u>kick</u> around a few ideas before making a final choice.</i>
PASSIVE	be kicked	<i>It is essential that anyone not following the rules and regulations <u>be kicked</u> out of the club.</i>

PHRASAL VERBS

kick (someone or something) around	to abuse someone <i>The teachers didn't do anything when I got kicked around by the other kids in class.</i>
kick back	to relax <i>You can just kick back while I get our dinner.</i>
kick in	to begin to take effect <i>The sleeping pills finally began to kick in and I was able to get some rest.</i>
kick out	to force someone to leave <i>If you don't follow the school rules, you will be kicked out.</i>

IDIOMS

to kick someone when he or she is down	to do something bad to someone when he or she is already suffering <i>Firing him now, after he just lost his mother and got divorced, would be kicking him when he was down.</i>
to get a kick out of something	to really enjoy something <i>I don't know why, but your mother really gets a kick out of taking cruises.</i>
to kick the habit	to get rid of a bad habit <i>I have been smoking for years, and although I've tried, I just can't seem to kick the habit.</i>
to kick the bucket	to die (informal) <i>Has that old lady next door kicked the bucket yet?</i>
to kick yourself	to be angry or frustrated due to something that you did or didn't do <i>I kicked myself for not buying the house before the market made it unaffordable.</i>
to kick around the idea	to consider an idea <i>I've been kicking around the idea of traveling to South Africa this summer.</i>

RELATED WORDS

kickback (n.)	a sum of money that is given in return for a favor
for kicks (adv.)	for fun

* Note that the form "will be being kicked" is rarely used. To convey a future progressive passive, use the present progressive passive.

knock

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to knock
to have knocked
knocked
knocking

PASSIVE
to be knocked
to have been knocked
been knocked
being knocked

ACTIVE

SIMPLE PRESENT

knock
knock
knocks

SIMPLE PAST

knocked
knocked
knocked

SIMPLE FUTURE

will knock
will knock
will knock

PRESENT PROGRESSIVE

am knocking
are knocking
is knocking

PAST PROGRESSIVE

was knocking
were knocking
was knocking

FUTURE PROGRESSIVE

will be knocking
will be knocking
will be knocking

PRESENT PERFECT

have knocked
have knocked
has knocked

PAST PERFECT

had knocked
had knocked
had knocked

FUTURE PERFECT

will have knocked
will have knocked
will have knocked

PRESENT PERFECT PROGRESSIVE

have been knocking
have been knocking
has been knocking

PAST PERFECT PROGRESSIVE

had been knocking
had been knocking
had been knocking

FUTURE PERFECT PROGRESSIVE

will have been knocking
will have been knocking
will have been knocking

EXAMPLES:

The boxer knocked out his opponent in three rounds.

The engine was knocking, which prompted us to drop the car off at the mechanic's.

Our neighbor had been knocking on the door for several minutes before I heard anything.

PASSIVE

SIMPLE PRESENT

am knocked
are knocked
is knocked

SIMPLE PAST

was knocked
were knocked
was knocked

SIMPLE FUTURE

will be knocked
will be knocked
will be knocked

PRESENT PROGRESSIVE

am being knocked
are being knocked
is being knocked

PAST PROGRESSIVE

was being knocked
were being knocked
was being knocked

FUTURE PROGRESSIVE*

will be being knocked*
will be being knocked*
will be being knocked*

PRESENT PERFECT

have been knocked
have been knocked
has been knocked

PAST PERFECT

had been knocked
had been knocked
had been knocked

FUTURE PERFECT

will have been knocked
will have been knocked
will have been knocked

EXAMPLES:

The chairs were knocked over by the strong wind.

When I got home, I found that all of my work had been knocked to the floor.

Tim had been knocked down by some older kids in the fight.

PRINCIPAL CONDITIONALS

PRESENT

would knock
would knock
would knock

PRESENT PROGRESSIVE

would be knocking
would be knocking
would be knocking

PRESENT PASSIVE

would be knocked
would be knocked
would be knocked

PAST

would have knocked
would have knocked
would have knocked

PAST PROGRESSIVE

would have been knocking
would have been knocking
would have been knocking

PAST PASSIVE

would have been knocked
would have been knocked
would have been knocked

EXAMPLES:

We would have knocked, but we didn't think you were home.

I didn't expect that I would be knocked over by the blast.

knock

PRINCIPAL PARTS: knock, knocked, knocked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	knock/knocks	simple present	<i>If she <u>knocks</u> on the door, you need to answer it.</i>
Unreal Present/ Future	knocked	will + base form	<i>If we <u>knock</u> anything over, my mom will kill me!</i>
Unreal Past	had knocked	would + base form	<i>If the committee <u>knocked</u> the idea around, I'm sure they'd see that it has a lot of merit.</i>
		would have + past participle	<i>If he <u>had knocked</u> out his opponent in the first round, the fight wouldn't have been very exciting.</i>

SUBJUNCTIVE

ACTIVE	knock	<i>It is vital that we <u>knock</u> this report out quickly.</i>
PASSIVE	be knocked	<i>We recommend that several ideas <u>be knocked</u> around before a decision is made.</i>

PHRASAL VERBS

knock (someone) around	to bully or physically abuse someone <i>The kids always <u>knocked</u> me around after school.</i>
knock (something) around	to discuss an idea for a time before making a decision <i>We <u>knocked</u> around the idea of dividing the department in two, but decided against it.</i>
knock (someone) out	to make someone unconscious <i>The firefighters found her after she had been <u>knocked out</u> by smoke inhalation.</i>
knock (something) out	to do something quickly <i>There's not much work left on the first draft. Let's <u>knock it out</u> before we go home.</i>
knock (someone or something) over	to hit so that someone or something falls over <i>The wind <u>knocked over</u> the container of plants on the terrace.</i>
knock (someone) up	to make someone pregnant (informal) <i>Did you hear that Elizabeth got <u>knocked up</u>?</i>

IDIOMS

to knock something	to criticize something <i>I know you don't like our suggestion, but don't <u>knock it</u> until you have an idea of your own.</i>
to knock it off	to quit doing something that is annoying someone else <i>Would you <u>knock it off</u>? I need to study.</i>
to knock on wood	to wish for good luck to continue (based on a superstition that when something is said, one must knock on wood to keep the opposite from happening) <i>We've never had an accident—<u>knock on wood</u>.</i>
to knock the wind out of somebody	to cause difficulty breathing for a moment, usually with a blow to the torso <i>The punch to the stomach <u>knocked the wind out of</u> him.</i>
to knock someone off his or her feet	to give someone a big surprise <i>His marriage proposal <u>knocked me off my feet</u>.</i>

RELATED WORDS

knockoff (n.)	something that is made to resemble the original but is not of the same quality
knockout (n.)	someone who is very attractive (informal)
hard knocks (n.)	difficult experiences

* Note that the form "will be being knocked" is rarely used. To convey a future progressive passive, use the present progressive passive.

know

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to know
to have known
known
knowing*

PASSIVE
to be known
to have been known
been known
being known

ACTIVE

SIMPLE PRESENT

know
know
knows

SIMPLE PAST

knew
knew
knew

SIMPLE FUTURE

will know
will know
will know

PRESENT PROGRESSIVE

am knowing*
are knowing*
is knowing*

PAST PROGRESSIVE

was knowing*
were knowing*
was knowing*

FUTURE PROGRESSIVE

will be knowing*
will be knowing*
will be knowing*

PRESENT PERFECT

have known
have known
has known

PAST PERFECT

had known
had known
had known

FUTURE PERFECT

will have known
will have known
will have known

PRESENT PERFECT PROGRESSIVE

have been knowing*
have been knowing*
has been knowing*

PAST PERFECT PROGRESSIVE

had been knowing*
had been knowing*
had been knowing*

FUTURE PERFECT PROGRESSIVE

will have been knowing*
will have been knowing*
will have been knowing*

EXAMPLES:

Sarah and Jessica have known each other since childhood.

Had we known he wasn't coming we might have postponed the meeting.

I will know the answer to your question by next week.

PASSIVE

SIMPLE PRESENT

am known
are known
is known

SIMPLE PAST

was known
were known
was known

SIMPLE FUTURE

will be known
will be known
will be known

PRESENT PROGRESSIVE

am being known*
are being known*
is being known*

PAST PROGRESSIVE

was being known*
were being known*
was being known*

FUTURE PROGRESSIVE**

will be being known**
will be being known**
will be being known**

PRESENT PERFECT

have been known
have been known
has been known

PAST PERFECT

had been known
had been known
had been known

FUTURE PERFECT

will have been known
will have been known
will have been known

EXAMPLES:

He was known for his discovery of dark stars.

You will always be known as the boy who saved us from the fire.

PRINCIPAL CONDITIONALS

PRESENT

would know
would know
would know

PRESENT PROGRESSIVE

would be knowing*
would be knowing*
would be knowing*

PRESENT PASSIVE

would be known
would be known
would be known

PAST

would have known
would have known
would have known

PAST PROGRESSIVE

would have been knowing*
would have been knowing*
would have been knowing*

PAST PASSIVE

would have been known
would have been known
would have been known

EXAMPLES:

You would know if you were in love with him.

Would he have known about the affair if you hadn't told him?

I
you/we/they
he/she/it

know

PRINCIPAL PARTS: know, knew, known

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	know/knows	simple present	If I <u>know</u> it's going to snow, I put on my galoshes.
		will + base form	If he <u>knows</u> where we keep the spare towels, he'll get you one.
Unreal Present/ Future	knew	would + base form	If she <u>knew</u> who you were, she wouldn't talk to you.
Unreal Past	had known	would have + past participle	If the kids <u>had known</u> the food was for the party, they wouldn't have eaten it.

SUBJUNCTIVE

ACTIVE	know	<i>It is important that the teacher <u>know</u> about this immediately.</i>
PASSIVE	be known	<i>We recommend that all conjugations of all verbs in the present tense <u>be known</u> before taking the exam.</i>

PHRASAL VERBS

know about	to be aware of certain information <i>Does your mom know about our plan to go camping this summer?</i>
know of	to have heard about someone or something but not know him, her, or it directly <i>I don't know Harry personally, but I know of him.</i>

IDIOMS

to know the ropes/one's way around	to be familiar with procedures in an office or similar institution <i>If you have any questions, ask me. I've been here for years, so I know the ropes.</i>
to not know someone from Adam	to have no idea who someone is <i>I was worried about hiring him to paint my house considering that I didn't know him from Adam, but I was desperate.</i>
to be in the know	to have information about something <i>If you want to work for the National Enquirer, you have to be in the know.</i>

RELATED WORDS

know-how (n.)	the knowledge or skill required to do a job
know-it-all (n.)	a person who believes that he or she knows a lot about everything
well-known (adj.)	familiar to many people

* Note that "know" is a stative verb and is rarely used in the progressive form.

** Note that the form "will be being known" is rarely used. To convey a future progressive passive, use the present progressive passive.

lay

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to lay
to have laid
laid
laying

PASSIVE
to be laid
to have been laid
been laid
being laid

ACTIVE

SIMPLE PRESENT

lay
lay
lays

SIMPLE PAST

laid
laid
laid

SIMPLE FUTURE

will lay
will lay
will lay

PRESENT PROGRESSIVE

am laying
are laying
is laying

PAST PROGRESSIVE

was laying
were laying
was laying

FUTURE PROGRESSIVE

will be laying
will be laying
will be laying

PRESENT PERFECT

have laid
have laid
has laid

PAST PERFECT

had laid
had laid
had laid

FUTURE PERFECT

will have laid
will have laid
will have laid

PRESENT PERFECT PROGRESSIVE

have been laying
have been laying
has been laying

PAST PERFECT PROGRESSIVE

had been laying
had been laying
had been laying

FUTURE PERFECT PROGRESSIVE

will have been laying
will have been laying
will have been laying

EXAMPLES:

She laid the baby down for a nap.

The hens have been laying more eggs than usual.

Tom will have laid the keys on the counter. Can you get them for me?

PASSIVE

SIMPLE PRESENT

am laid
are laid
is laid

SIMPLE PAST

was laid
were laid
was laid

SIMPLE FUTURE

will be laid
will be laid
will be laid

PRESENT PROGRESSIVE

am being laid
are being laid
is being laid

PAST PROGRESSIVE

was being laid
were being laid
was being laid

FUTURE PROGRESSIVE*

will be being laid*
will be being laid*
will be being laid*

PRESENT PERFECT

have been laid
have been laid
has been laid

PAST PERFECT

had been laid
had been laid
had been laid

FUTURE PERFECT

will have been laid
will have been laid
will have been laid

EXAMPLES:

Thousands of workers were laid off in the recent factory closings.

His body will be laid to rest in Graceland Cemetery.

The trap had been laid and the hunters expected to catch a small animal for dinner.

PRINCIPAL CONDITIONALS

PRESENT

would lay
would lay
would lay

PRESENT PROGRESSIVE

would be laying
would be laying
would be laying

PRESENT PASSIVE

would be laid
would be laid
would be laid

PAST

would have laid
would have laid
would have laid

PAST PROGRESSIVE

would have been laying
would have been laying
would have been laying

PAST PASSIVE

would have been laid
would have been laid
would have been laid

EXAMPLES:

I would lay the carpet in the upstairs only after you have finished painting.

He would have laid to rest any rumors if they weren't true.

lay

PRINCIPAL PARTS: lay, laid, laid

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	lay/lays	simple present	If I <u>lay</u> the keys on the table, I know exactly where they are.
		will + base form	If she <u>lays</u> it on thick, he'll give her whatever she wants.
Unreal Present/ Future	laid	would + base form	If we <u>laid</u> the carpet ourselves, we wouldn't have to pay the professionals.
Unreal Past	had laid	would have + past participle	If I <u>had laid</u> off the coffee, I wouldn't have been so anxious during the interview.

SUBJUNCTIVE

ACTIVE	lay	<i>It is important that the counselor not <u>lay</u> into the kids, even if she is angry.</i>
PASSIVE	be laid	<i>We ask that the carpet <u>be laid</u> and the walls be painted before we move in.</i>

PHRASAL VERBS

lay into	to attack someone because you are angry <i>If Mom <u>lays into</u> me again about not having a job, I'm moving out.</i>
lay (someone) off	to take someone's job away <i>Our entire team was <u>laid off</u> after we lost the contract with the multinational.</i>
lay off (something)	to stop doing something that is not healthy for you <i>I'm going to <u>lay off</u> playing basketball until my shoulder has healed.</i>
lay (something) out	to arrange <i>All of the plans were <u>laid out</u> long before we left on vacation.</i>

IDIOMS

to lay something on the line	to state something clearly even though it might be upsetting <i>I'm going to <u>lay it on the line</u>. The work you're doing for us is just not adequate.</i>
to lay something to rest	to stop discussing, working on, or worrying about something <i>We were all happy when Tom <u>laid</u> his career as a drummer to rest.</i>
to lay it on thick	to overdo something, especially flattery <i>When Harry started to <u>compliment</u> Helen excessively, I could only wonder why he was <u>laying it on</u> so thick.</i>
I hate to lay this on you	an expression used when giving someone a job that he or she does not want to do or telling someone something that he or she doesn't want to know <i>I hate to <u>lay this on</u> you now, right before vacation, but I really need these reports before you go.</i>

RELATED WORDS

layaway (n.)	when money is put down little by little in order to purchase something
layoff (n.)	when a workplace takes jobs away from workers
layout (n.)	the way a room or building is organized
laid-back (adj.)	relaxed, easygoing

* Note that the form "will be being laid" is rarely used. To convey a future progressive passive, use the present progressive passive.

lead

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to lead
to have led
led
leading

PASSIVE
to be led
to have been led
been led
being led

ACTIVE

SIMPLE PRESENT

lead
lead
leads

SIMPLE PAST

led
led
led

SIMPLE FUTURE

will lead
will lead
will lead

PRESENT PROGRESSIVE

am leading
are leading
is leading

PAST PROGRESSIVE

was leading
were leading
was leading

FUTURE PROGRESSIVE

will be leading
will be leading
will be leading

PRESENT PERFECT

have led
have led
has led

PAST PERFECT

had led
had led
had led

FUTURE PERFECT

will have led
will have led
will have led

PRESENT PERFECT PROGRESSIVE

have been leading
have been leading
has been leading

PAST PERFECT PROGRESSIVE

had been leading
had been leading
had been leading

FUTURE PERFECT PROGRESSIVE

will have been leading
will have been leading
will have been leading

EXAMPLES:

Lead the horse over in this direction, and I'll take him into the stable.

The White Sox first baseman led the league in home runs.

The yoga instructor was leading the class through a series of breathing exercises.

PASSIVE

SIMPLE PRESENT

am led
are led
is led

SIMPLE PAST

was led
were led
was led

SIMPLE FUTURE

will be led
will be led
will be led

PRESENT PROGRESSIVE

am being led
are being led
is being led

PAST PROGRESSIVE

was being led
were being led
was being led

FUTURE PROGRESSIVE*

will be being led*
will be being led*
will be being led*

PRESENT PERFECT

have been led
have been led
has been led

PAST PERFECT

had been led
had been led
had been led

FUTURE PERFECT

will have been led
will have been led
will have been led

EXAMPLES:

The choir was led by a graduate student from Oberlin College.

Tommy was a good boy until he was led astray by some of the older kids.

PRINCIPAL CONDITIONALS

PRESENT

would lead
would lead
would lead

PRESENT PROGRESSIVE

would be leading
would be leading
would be leading

PRESENT PASSIVE

would be led
would be led
would be led

PAST

would have led
would have led
would have led

PAST PROGRESSIVE

would have been leading
would have been leading
would have been leading

PAST PASSIVE

would have been led
would have been led
would have been led

EXAMPLES:

Mr. Smith promised that he would lead the group of spelunkers through the cave.

Mr. Pekela would have been leading the choir if he hadn't come down with the flu.

lead

PRINCIPAL PARTS: lead, led, led

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	lead/leads	simple present will + base form	<i>If I lead the debate team in wins, it's because I spend so much time preparing.</i> <i>If you lead me to the canned fruit aisle, I'll be able to find what I'm looking for.</i>
Unreal Present/ Future	led	would + base form	<i>If she led a healthier lifestyle, she wouldn't be seeing so many doctors.</i>
Unreal Past	had led	would have + past participle	<i>If I had led the team to victory, I would have been selected to coach next year.</i>

SUBJUNCTIVE

ACTIVE	lead	<i>It is important that he lead the way if he wants things done properly.</i>
PASSIVE	be led	<i>It is essential that we be led by a competent director.</i>

PHRASAL VERBS

lead into (something)	to provoke or introduce <i>Our conversation about religion led into our discussion on ethics.</i>
lead (someone) on	to deceive someone into thinking that you are interested in him or her or in something he or she has to offer <i>Sarah led him on until months later, when she finally told him that she was in love with someone else.</i>
lead to (something)	to cause something else to happen <i>One thing led to another, and before I knew it, I was the owner of a new dog. / My friendship with John led to my interest in English literature.</i>

IDIOMS

to lead someone astray	to cause someone to make a mistake or do something bad <i>She has been led astray by the kids at school that she hangs out with.</i>
to lead a charmed life	to have a life filled with good fortune <i>With all the money and opportunities you've had, you certainly have led a charmed life!</i>
you can lead a horse to water (but you can't make it drink)	you can show a person what's right, but you can't make him or her do it <i>He knew he should follow the doctor's advice if he wanted to become healthy, but he didn't. It just goes to show that you can lead a horse to water but you can't make it drink.</i>

RELATED WORDS

leader (n.)	a person who takes charge
leadoff (adj.)	the one that goes first
leading (adj.)	the first, the best, or the most important

* Note that the form "will be being led" is rarely used. To convey a future progressive passive, use the present progressive passive.

leave

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to leave
to have left
left
leaving

PASSIVE
to be left
to have been left
been left
being left

ACTIVE

SIMPLE PRESENT

leave
leave
leaves

SIMPLE PAST

left
left
left

SIMPLE FUTURE

will leave
will leave
will leave

PRESENT PROGRESSIVE

am leaving
are leaving
is leaving

PAST PROGRESSIVE

was leaving
were leaving
was leaving

FUTURE PROGRESSIVE

will be leaving
will be leaving
will be leaving

PRESENT PERFECT

have left
have left
has left

PAST PERFECT

had left
had left
had left

FUTURE PERFECT

will have left
will have left
will have left

PRESENT PERFECT PROGRESSIVE

have been leaving
have been leaving
has been leaving

PAST PERFECT PROGRESSIVE

had been leaving
had been leaving
had been leaving

FUTURE PERFECT PROGRESSIVE

will have been leaving
will have been leaving
will have been leaving

EXAMPLES:

The train is leaving at night, and we will arrive in Pittsburgh in the morning.

The hurricane left many families homeless.

By the time we arrive in Zurich, they will have left.

PASSIVE

SIMPLE PRESENT

am left
are left
is left

SIMPLE PAST

was left
were left
was left

SIMPLE FUTURE

will be left
will be left
will be left

PRESENT PROGRESSIVE

am being left
are being left
is being left

PAST PROGRESSIVE

was being left
were being left
was being left

FUTURE PROGRESSIVE*

will be being left*
will be being left*
will be being left*

PRESENT PERFECT

have been left
have been left
has been left

PAST PERFECT

had been left
had been left
had been left

FUTURE PERFECT

will have been left
will have been left
will have been left

EXAMPLES:

The congregation was left without a church after the fire.

Only a few dishes will be left to choose from when we get to the restaurant.

The children had been left at home unsupervised.

PRINCIPAL CONDITIONALS

PRESENT

would leave
would leave
would leave

PRESENT PROGRESSIVE

would be leaving
would be leaving
would be leaving

PRESENT PASSIVE

would be left
would be left
would be left

PAST

would have left
would have left
would have left

PAST PROGRESSIVE

would have been left
would have been left
would have been left

PAST PASSIVE

would have been left
would have been left
would have been left

EXAMPLES:

We would have left earlier if we had known about the storm.

Nothing would have been left if the police hadn't gotten here so quickly.

I
you/we/they
he/she/it

leave

PRINCIPAL PARTS: leave, left, left

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	leave/leaves	simple present	<i>If I <u>leave</u> at 7:00, I can be home by 7:45.</i>
		will + base form	<i>If she <u>leaves</u> him, she won't have anywhere to go.</i>
Unreal Present/ Future	left	would + base form	<i>If we <u>left</u> him behind, we would be able to go more quickly.</i>
Unreal Past	had left	would have + past participle	<i>If her parents <u>had left</u> her alone in the house, she would have thrown a huge party.</i>

SUBJUNCTIVE

ACTIVE	leave	<i>We recommend that you <u>leave</u> immediately after you have packed your bags.</i>
PASSIVE	be left	<i>The hotel suggests that all valuables <u>be left</u> in the safe.</i>

PHRASAL VERBS

leave (something) behind	to not bring something along <i>I wanted to bring the wine, but my bag was already heavy, so I left it behind.</i>
leave off	to stop doing something in the middle that you will return to later <i>Where did we leave off reading last week?</i>
leave (something) out	to omit <i>It took forever to get my tax returns this year because I left out my signature on the original documents.</i>

IDIOMS

to leave (someone) hanging	to make someone wait for a decision <i>He's left me hanging for weeks about whether or not he's going to rent the room in the back of my house.</i>
to leave well enough alone	to stop meddling with a situation that would be better off without anyone's help <i>Bob doesn't want your help. Why don't you leave well enough alone?</i>
to leave someone	to end a romantic relationship <i>Did you hear that Hillary left Stan?</i>
I could take it or leave it	an expression used when you have ambivalent feelings about something <i>As for the new color that you chose for the dining room, I could take it or leave it.</i>

RELATED WORDS

leftover (adj.)	anything that remains after the rest has been used
leftovers (n.)	food that remains after a meal has been eaten
left-wing (adj.)	political thought that is to the opposite extreme of conservatism
left-handed (adj.)	describes someone who uses his or her left hand

* Note that the form "will be being left" is rarely used. To convey a future progressive passive, use the present progressive passive.

let

	ACTIVE	PASSIVE
Infinitive	to let	to be let
Past Infinitive	to have let	to have been let
Past Participle	let	been let
Present Participle	letting	being let

ACTIVE

I
you/we/they
he/she/it

SIMPLE PRESENT

let
let
lets

SIMPLE PAST

let
let
let

SIMPLE FUTURE

will let
will let
will let

PRESENT PROGRESSIVE

am letting
are letting
is letting

PAST PROGRESSIVE

was letting
were letting
was letting

FUTURE PROGRESSIVE

will be letting
will be letting
will be letting

PRESENT PERFECT

have let
have let
has let

PAST PERFECT

had let
had let
had let

FUTURE PERFECT

will have let
will have let
will have let

PRESENT PERFECT PROGRESSIVE

have been letting
have been letting
has been letting

PAST PERFECT PROGRESSIVE

had been letting
had been letting
had been letting

FUTURE PERFECT PROGRESSIVE

will have been letting
will have been letting
will have been letting

EXAMPLES:

She let out the seam on her new pants to make them a little longer

I was letting my dog out this morning when he got out of his collar and ran away.

We have let too many good opportunities go by.

PASSIVE

SIMPLE PRESENT

am let
are let
is let

SIMPLE PAST

was let
were let
was let

SIMPLE FUTURE

will be let
will be let
will be let

PRESENT PROGRESSIVE

am being let
are being let
is being let

PAST PROGRESSIVE

was being let
were being let
was being let

FUTURE PROGRESSIVE*

will be being let*
will be being let*
will be being let*

PRESENT PERFECT

have been let
have been let
has been let

PAST PERFECT

had been let
had been let
had been let

FUTURE PERFECT

will have been let
will have been let
will have been let

EXAMPLES:

I had been let down so many times by my mother, I finally decided to only rely on myself

My new pants are being let out by the seamstress.

PRINCIPAL CONDITIONALS

PRESENT

would let
would let
would let

PRESENT PROGRESSIVE

would be letting
would be letting
would be letting

PRESENT PASSIVE

would be let
would be let
would be let

PAST

would have let
would have let
would have let

PAST PROGRESSIVE

would have been letting
would have been letting
would have been letting

PAST PASSIVE

would have been let
would have been let
would have been let

EXAMPLES:

I would let you take the car tonight, but I have to use it for work.

Angelica would have let me in, but she didn't have a key.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	let/lets	simple present will + base form	<i>If she <u>lets</u> me stay up late, I know she's in a good mood.</i> <i>If I <u>let</u> on that I'm upset, she'll never let me hear the end of it.</i>
Unreal Present/ Future	let	would + base form	<i>If we <u>let</u> them, they'd take over the entire house.</i>
Unreal Past	had let	would have + past participle	<i>If I <u>had let</u> Harry know sooner, he would've been able to come.</i>

SUBJUNCTIVE

ACTIVE	let	<i>The counselor recommends that each student <u>let</u> someone from the faculty review his or her course choices.</i>
PASSIVE	be let	<i>It is important that latecomers <u>be let</u> in only after the first movement is finished.</i>

PHRASAL VERBS

let (someone) down	to disappoint someone who was expecting something from you or thought highly of you <i>Jim really <u>let me down</u> when he didn't show up for my party.</i>
let (someone) off	to absolve from punishment, or to drop someone at a certain place <i>I'll <u>let you off</u> this time, but the next time you come home late, you'll be grounded.</i> / <i>The bus driver <u>let me off</u> at the wrong stop, so I had to walk a few blocks to get here.</i>
let on	to expose one's emotions without stating them directly <i>Maurice <u>let on</u> that he was unhappy about how the evening turned out, but he wouldn't tell us why.</i>
let (someone) out	to open the doors so that someone can leave a building, or to drop someone at a certain place in your car <i>The janitor <u>let me out</u> after the doors had all been locked.</i> / <i>Can you <u>let me out</u> at the corner of Smith and Bergen?</i>

IDIOMS

to let something go	to not take notice of someone else's improper actions or behavior <i>His behavior was inappropriate but the teacher <u>let it go</u>, considering he was usually the best-behaved student in the class.</i>
to let someone have it	to openly express your anger toward someone <i>My roommate really <u>let me have it</u> when I didn't clean up after the party.</i>
to let someone off the hook	to not punish someone <i>If you go and visit Aunt Elizabeth in the hospital tonight, I'll <u>let you off the hook</u> for not going last night.</i>
to let off steam	to do something in order to get rid of anger or stress <i>I find that running really helps me <u>let off steam</u>.</i>

RELATED WORDS

letdown (n.)	a disappointment
let's (mod.)	the contraction of "let us," used by someone to make a suggestion to a group of people
sublet (n.)	a situation in which someone rents a room, apartment, etc., for a period of time while the owner or renter is away

* Note that the form "will be being let" is rarely used. To convey a future progressive passive, use the present progressive passive.

lie

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to lie
to have lain
lain
lying

PASSIVE
-
-
-
-

ACTIVE

SIMPLE PRESENT

lie
lie
lies

SIMPLE PAST

lay
lay
lay

SIMPLE FUTURE

will lie
will lie
will lie

PRESENT PROGRESSIVE

am lying
are lying
is lying

PAST PROGRESSIVE

was lying
were lying
was lying

FUTURE PROGRESSIVE

will be lying
will be lying
will be lying

PRESENT PERFECT

have lain
have lain
has lain

PAST PERFECT

had lain
had lain
had lain

FUTURE PERFECT

will have lain
will have lain
will have lain

PRESENT PERFECT PROGRESSIVE

have been lying
have been lying
has been lying

PAST PERFECT PROGRESSIVE

had been lying
had been lying
had been lying

FUTURE PERFECT PROGRESSIVE

will have been lying
will have been lying
will have been lying

EXAMPLES:

I told him to lie down for a while if he wasn't feeling well.

During the entire semester, his books lay on the table untouched.

His future has always lain in his ability to succeed in school.

PASSIVE

SIMPLE PRESENT

-
-
-

SIMPLE PAST

-
-
-

SIMPLE FUTURE

-
-
-

PRESENT PROGRESSIVE

-
-
-

PAST PROGRESSIVE

-
-
-

FUTURE PROGRESSIVE*

-
-
-

PRESENT PERFECT

-
-
-

PAST PERFECT

-
-
-

FUTURE PERFECT

-
-
-

PRINCIPAL CONDITIONALS

PRESENT

would lie
would lie
would lie

PRESENT PROGRESSIVE

would be lying
would be lying
would be lying

PRESENT PASSIVE

-
-
-

PAST

would have lain
would have lain
would have lain

PAST PROGRESSIVE

would have been lying
would have been lying
would have been lying

PAST PASSIVE

-
-
-

EXAMPLES:

If they accepted the proposal, the new high-rise would lie in the center of town next to the river.

I would have lain in bed all day if I hadn't had to go to work.

lie

PRINCIPAL PARTS: lie, lay, lain

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	lie/lies	simple present will + base form	<i>If I lie down and take an aspirin, my headache usually goes away quickly.</i> <i>If we lie low for a few days, maybe the police won't catch us.</i>
Unreal Present/ Future	lay	would + base form	<i>If your success lay only in the quality of your writing, your book would be a best-seller.</i>
Unreal Past	had lain	would have + past participle	<i>If the city hadn't lain in a valley, perhaps it wouldn't have been hit by the tornado.</i>

SUBJUNCTIVE

ACTIVE	lie	<i>It is important that he lie down immediately.</i>
PASSIVE	-	

PHRASAL VERBS

lie around	to spend time doing very little <i>Every time I come home you're just lying around.</i>
lie behind	to be the real reason for something <i>I have no idea what lay behind their plan to split our department in two.</i>
lie down	to put your body in a flat position, usually on the floor, a bed, etc. <i>Can I lie down for a few minutes before dinner?</i>
lie with someone or something	when blame or responsibility rests with someone or something <i>The responsibility for the failure of the schools lies with the mayor.</i>

IDIOMS

to lie low	to hide in order to avoid being caught <i>When the police came looking for Bobby, I called him and warned him to lie low.</i>
lie ahead/lie in store	to be coming in the future <i>We don't know what lies ahead for our company.</i>
let sleeping dogs lie	to not discuss something that has caused problems in the past <i>The manager wanted to bring up her attendance from the previous year, but I suggested that we let sleeping dogs lie.</i>
lie heavy on someone	to take something seriously, especially when it makes you feel bad <i>The decision to fire several loyal employees lay heavy on him.</i>

RELATED WORDS

lie-down (n.)	a short rest
---------------	--------------

light

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to light
to have lit/lighted
lit/lighted
lighting

PASSIVE
to be lit/lighted
to have been lit/lighted
been lit/lighted
being lit/lighted

ACTIVE

SIMPLE PRESENT

light
light
lights

SIMPLE PAST

lit/lighted
lit/lighted
lit/lighted

SIMPLE FUTURE

will light
will light
will light

PRESENT PROGRESSIVE

am lighting
are lighting
is lighting

PAST PROGRESSIVE

was lighting
were lighting
was lighting

FUTURE PROGRESSIVE

will be lighting
will be lighting
will be lighting

PRESENT PERFECT

have lit/lighted
have lit/lighted
has lit/lighted

PAST PERFECT

had lit/lighted
had lit/lighted
had lit/lighted

FUTURE PERFECT

will have lit/lighted
will have lit/lighted
will have lit/lighted

PRESENT PERFECT PROGRESSIVE

have been lighting
have been lighting
has been lighting

PAST PERFECT PROGRESSIVE

had been lighting
had been lighting
had been lighting

FUTURE PERFECT PROGRESSIVE

will have been lighting
will have been lighting
will have been lighting

EXAMPLES:

Light a fire in the fireplace. It's freezing in here!

The sky lights up with fireworks every Fourth of July.

The room started to look beautiful as we were lighting the candles.

PASSIVE

SIMPLE PRESENT

am lit/lighted
are lit/lighted
is lit/lighted

SIMPLE PAST

was lit/lighted
were lit/lighted
was lit/lighted

SIMPLE FUTURE

will be lit/lighted
will be lit/lighted
will be lit/lighted

PRESENT PROGRESSIVE

am being lit/lighted
are being lit/lighted
is being lit/lighted

PAST PROGRESSIVE

was being lit/lighted
were being lit/lighted
was being lit/lighted

FUTURE PROGRESSIVE*

will be being lit/lighted*
will be being lit/lighted*
will be being lit/lighted*

PRESENT PERFECT

have been lit/lighted
have been lit/lighted
has been lit/lighted

PAST PERFECT

had been lit/lighted
had been lit/lighted
had been lit/lighted

FUTURE PERFECT

will have been lit/lighted
will have been lit/lighted
will have been lit/lighted

EXAMPLES:

Tell the birthday girl to come in. The candles are being lit as we speak.

Her cigarette was lit by a tall, dark stranger who appeared out of nowhere.

His face had been lit up by the news of the arrival of his best friend.

PRINCIPAL CONDITIONALS

PRESENT

would light
would light
would light

PRESENT PROGRESSIVE

would be lighting
would be lighting
would be lighting

PRESENT PASSIVE

would be lit/lighted
would be lit/lighted
would be lit/lighted

PAST

would have lit/lighted
would have lit/lighted
would have lit/lighted

PAST PROGRESSIVE

would have been lighting
would have been lighting
would have been lighting

PAST PASSIVE

would have been lit/lighted
would have been lit/lighted
would have been lit/lighted

EXAMPLES:

Would you light the candles on the dining room table?

They told us that the room would be lit with indirect lighting.

light

PRINCIPAL PARTS: light, lit/lighted, lit/lighted

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	light/lights	simple present	<i>If I <u>light</u> the fire too early, it goes out before we're in bed.</i>
		will + base form	<i>If Nathan <u>lights</u> another cigarette in the house, Ryan <u>will ask</u> him to step outside.</i>
Unreal Present/ Future	lit/lighted	would + base form	<i>If we <u>lit</u> up the stairway, it <u>would be</u> safer at night.</i>
Unreal Past	had lit/ had lighted	would have + past participle	<i>If dad <u>had lit</u> a fire, we <u>wouldn't have been</u> so cold.</i>

SUBJUNCTIVE

ACTIVE	light	<i>It is important that someone experienced <u>light</u> the fire.</i>
PASSIVE	be lit/lighted	<i>We recommended that the candles <u>be lit</u> in case of a power outage.</i>

PHRASAL VERBS

light on/upon (something)	to have an idea suddenly <i>After <u>thinking about</u> it for hours, we <u>lit upon</u> an idea that we all could agree on.</i>
light out	to leave quickly <i>We <u>lit out</u> for the meeting place as soon as our parents were in bed.</i>
light up	to make a room or other space fill with light; to start smoking a cigarette <i>The room <u>lit up</u> when we turned on the lamps in each corner. / He <u>lit up</u> as soon as his mother left the room.</i>

IDIOMS

to light a fire under someone	to motivate someone <i>What he needs to get him going is someone to <u>light a fire under</u> him.</i>
to see the light	to understand or be enlightened <i>I've <u>explained my side of the situation</u>, and I think she's beginning to see the light.</i>

RELATED WORDS

well/poorly-lit (adj.)	(of a space) either adequately or inadequately filled with light
lighter (n.)	a small gadget used to light a cigarette

* Note that the form "will be being lit/lighted" is rarely used. To convey a future progressive passive, use the present progressive passive.

live

	ACTIVE	PASSIVE
Infinitive	to live	to be lived
Past Infinitive	to have lived	to have been lived
Past Participle	lived	been lived
Present Participle	living	being lived

ACTIVE

SIMPLE PRESENT

live
live
lives

SIMPLE PAST

lived
lived
lived

SIMPLE FUTURE

will live
will live
will live

PRESENT PROGRESSIVE

am living
are living
is living

PAST PROGRESSIVE

was living
were living
was living

FUTURE PROGRESSIVE

will be living
will be living
will be living

PRESENT PERFECT

have lived
have lived
has lived

PAST PERFECT

had lived
had lived
had lived

FUTURE PERFECT

will have lived
will have lived
will have lived

PRESENT PERFECT PROGRESSIVE

have been living
have been living
has been living

PAST PERFECT PROGRESSIVE

had been living
had been living
had been living

FUTURE PERFECT PROGRESSIVE

will have been living
will have been living
will have been living

EXAMPLES:

I was living in a studio apartment before I bought my own one-bedroom apartment.

She had always lived in fear of being rejected.

By next year, the hawks will have been living in the park for ten years.

PASSIVE

SIMPLE PRESENT

am lived
are lived
is lived

SIMPLE PAST

was lived
were lived
was lived

SIMPLE FUTURE

will be lived
will be lived
will be lived

PRESENT PROGRESSIVE

am being lived
are being lived
is being lived

PAST PROGRESSIVE

was being lived
were being lived
was being lived

FUTURE PROGRESSIVE*

will be being lived*
will be being lived*
will be being lived*

PRESENT PERFECT

have been lived
have been lived
has been lived

PAST PERFECT

had been lived
had been lived
had been lived

FUTURE PERFECT

will have been lived
will have been lived
will have been lived

EXAMPLES:

After the long journey, they felt as if several years had been lived instead of several months.

The February House was lived in by W. H. Auden, Carson McCullers, and Gypsy Rose Lee.

PRINCIPAL CONDITIONALS

PRESENT

would live
would live
would live

PRESENT PROGRESSIVE

would be living
would be living
would be living

PRESENT PASSIVE

would be lived
would be lived
would be lived

PAST

would have lived
would have lived
would have lived

PAST PROGRESSIVE

would have been living
would have been living
would have been living

PAST PASSIVE

would have been lived
would have been lived
would have been lived

EXAMPLES:

My husband, who grew up in a small town, said that he would never live in New York City.

We would be living closer to my work if we could find a reasonably-priced apartment.

live

PRINCIPAL PARTS: live, lived, lived

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	live/lives	simple present	<i>If you <u>live</u> in that building, then it means we're neighbors!</i>
		will + base form	<i>If she <u>lives</u> down the road, she'll certainly come to the party.</i>
Unreal Present/ Future	lived	would + base form	<i>If I <u>lived</u> in a big city, I wouldn't own a car.</i>
Unreal Past	had lived	would have + past participle	<i>If my grandmother <u>had lived</u> longer, I would've gotten to know her better.</i>

SUBJUNCTIVE

ACTIVE	live	<i>We suggest that you <u>live</u> in on-campus housing.</i>
PASSIVE	be lived	<i>It is asked that the high standards of the university <u>be lived</u> up to.</i>

PHRASAL VERBS

live (something) down	to be able to make others forget a mistake or blunder <i>That was some party. You'll never live this one down.</i>
live off (something)	to rely on something as your main source of income <i>She's been living off the meager salary they pay her at the restaurant.</i>
live through (something)	to survive a negative or difficult experience <i>Pravir lived through the divorce, but not without difficulty.</i>
live up to (something)	to fulfill an expectation <i>She never lived up to what her parents expected of her.</i>

IDIOMS

to live and let live	to allow people to do what they want, just as you do what you want <i>I don't particularly agree with the neighbors' lifestyle, but I figure that I should live and let live.</i>
to live beyond your means	to spend more money than you really can afford <i>My parents taught me not to live beyond my means.</i>
to live on borrowed time	to continue living even after one should have or might have died <i>After the car accident, he felt that he was living on borrowed time. He was lucky to be alive.</i>
to live from hand to mouth	to earn barely enough money to survive <i>Our salary is so low that we are forced to live from hand to mouth.</i>
to live it up	to enjoy yourself fully, especially by going out and eating and drinking without limit <i>We've been working so hard. Let's go out tonight and live it up.</i>

RELATED WORDS

livelihood (n.)	a means of earning one's money or living
lived-in (adj.)	comfortable

* Note that the form "will be being lived" is rarely used. To convey a future progressive passive, use the present progressive passive.

lock

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to lock
to have locked
locked
locking

PASSIVE
to be locked
to have been locked
been locked
being locked

ACTIVE

SIMPLE PRESENT

lock
lock
locks

SIMPLE PAST

locked
locked
locked

SIMPLE FUTURE

will lock
will lock
will lock

PRESENT PROGRESSIVE

am locking
are locking
is locking

PAST PROGRESSIVE

was locking
were locking
was locking

FUTURE PROGRESSIVE

will be locking
will be locking
will be locking

PRESENT PERFECT

have locked
have locked
has locked

PAST PERFECT

had locked
had locked
had locked

FUTURE PERFECT

will have locked
will have locked
will have locked

PRESENT PERFECT PROGRESSIVE

have been locking
have been locking
has been locking

PAST PERFECT PROGRESSIVE

had been locking
had been locking
had been locking

FUTURE PERFECT PROGRESSIVE

will have been locking
will have been locking
will have been locking

EXAMPLES:

Don't forget to lock the door before you go to bed.

Had he locked the doors or did the burglars just walk in?

We haven't been locking the windows at night because it feels so safe here.

PASSIVE

SIMPLE PRESENT

am locked
are locked
is locked

SIMPLE PAST

was locked
were locked
was locked

SIMPLE FUTURE

will be locked
will be locked
will be locked

PRESENT PROGRESSIVE

am being locked
are being locked
is being locked

PAST PROGRESSIVE

was being locked
were being locked
was being locked

FUTURE PROGRESSIVE*

will be being locked*
will be being locked*
will be being locked*

PRESENT PERFECT

have been locked
have been locked
has been locked

PAST PERFECT

had been locked
had been locked
had been locked

FUTURE PERFECT

will have been locked
will have been locked
will have been locked

EXAMPLES:

The gate will be locked, so make sure that you have the code.

Luckily, the doors hadn't been locked yet when we ran back into the store to find my purse.

The dog had been locked up for hours and was ready to get out.

PRINCIPAL CONDITIONALS

PRESENT

would lock
would lock
would lock

PRESENT PROGRESSIVE

would be locking
would be locking
would be locking

PRESENT PASSIVE

would be locked
would be locked
would be locked

PAST

would have locked
would have locked
would have locked

PAST PROGRESSIVE

would have been locking
would have been locking
would have been locking

PAST PASSIVE

would have been locked
would have been locked
would have been locked

EXAMPLES:

Would you lock my locker for me please?

This door would have been locked if Jim had come home.

lock

PRINCIPAL PARTS: lock, locked, locked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	lock/locks	simple present will + base form	<i>If I don't <u>lock</u> up the bikes, I run the risk of getting one stolen.</i> <i>If we <u>lock</u> you out by mistake, you'll find a key under the mat.</i>
Unreal Present/ Future	locked	would + base form	<i>If we <u>locked</u> the door every night, we would sleep more soundly.</i>
Unreal Past	had locked	would have + past participle	<i>If I <u>hadn't locked</u> the door, the cat would have gotten out.</i>

SUBJUNCTIVE

ACTIVE	lock	<i>It is important that the custodian <u>lock</u> up the office when he's finished cleaning.</i>
PASSIVE	be locked	<i>It is essential that doors <u>be locked</u> before nine p.m.</i>

PHRASAL VERBS

lock (someone) out	to close the door so that the person on the other side cannot enter <i>After she found out that her husband had been cheating on her she <u>locked him out</u> of the house.</i>
lock (someone or something) in	to close the door from the outside so that the person or thing inside cannot get out or be gotten out <i>I <u>managed to lock my keys in</u> the car for the third time this week.</i>
lock up	to arrest someone and put him or her in jail <i>The drunk driver was <u>arrested and locked up</u> at the local jail for the night.</i>

IDIOMS

to lock horns with someone	to get into an argument with someone <i>The two managing directors <u>locked horns</u> during the meeting.</i>
to lock lips	to kiss (informal) <i>My little brother turned away whenever the main characters in the film <u>locked lips</u>.</i>
lock, stock, and barrel	everything <i>The yard sale was great! We got rid of everything, <u>lock, stock, and barrel</u>.</i>
to be under lock and key	to be in a safe, locked place, or guarded carefully <i>After all the robberies recently, I made sure my valuables were <u>under lock and key</u>.</i>

RELATED WORDS

locker (n.)	a small place where you can store things temporarily such as at a gym
locket (n.)	a piece of jewelry that can be opened and can hold something inside
locksmith (n.)	a person who installs locks, unlocks doors, etc.
lockup (n.)	prison

* Note that the form "will be being locked" is rarely used. To convey a future progressive passive, use the present progressive passive.

look

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to look
to have looked
looked
looking

PASSIVE
to be looked
to have been looked
been looked
being looked

ACTIVE

I
you/we/they
he/she/it

SIMPLE PRESENT

look
look
looks

SIMPLE PAST

looked
looked
looked

SIMPLE FUTURE

will look
will look
will look

PRESENT PROGRESSIVE

am looking
are looking
is looking

PAST PROGRESSIVE

was looking
were looking
was looking

FUTURE PROGRESSIVE

will be looking
will be looking
will be looking

PRESENT PERFECT

have looked
have looked
has looked

PAST PERFECT

had looked
had looked
had looked

FUTURE PERFECT

will have looked
will have looked
will have looked

PRESENT PERFECT PROGRESSIVE

have been looking
have been looking
has been looking

PAST PERFECT PROGRESSIVE

had been looking
had been looking
had been looking

FUTURE PERFECT PROGRESSIVE

will have been looking
will have been looking
will have been looking

EXAMPLES:

The sky was looking gray and we decided to leave the beach early.

We will be looking forward to bearing from you.

The manager had been looking for the keys for days when he found them in the laundry basket.

PASSIVE

SIMPLE PRESENT

am looked
are looked
is looked

SIMPLE PAST

was looked
were looked
was looked

SIMPLE FUTURE

will be looked
will be looked
will be looked

PRESENT PROGRESSIVE

am being looked
are being looked
is being looked

PAST PROGRESSIVE

was being looked
were being looked
was being looked

FUTURE PROGRESSIVE*

will be being looked*
will be being looked*
will be being looked*

PRESENT PERFECT

have been looked
have been looked
has been looked

PAST PERFECT

had been looked
had been looked
had been looked

FUTURE PERFECT

will have been looked
will have been looked
will have been looked

EXAMPLES:

Her artwork was always looked on fondly by her father.

Our house will be looked after by the management company.

PRINCIPAL CONDITIONALS

PRESENT

would look
would look
would look

PRESENT PROGRESSIVE

would be looking
would be looking
would be looking

PRESENT PASSIVE

would be looked
would be looked
would be looked

PAST

would have looked
would have looked
would have looked

PAST PROGRESSIVE

would have been looking
would have been looking
would have been looking

PAST PASSIVE

would have been looked
would have been looked
would have been looked

EXAMPLES:

I'm sure the tomatoes would be looking better if they got more sun.

I would have looked through the books if you had given me a little bit more time.

look

PRINCIPAL PARTS: look, looked, looked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	look/looks	simple present	If we <u>look</u> in on her once a day, she's fine.
		will + base form	If she <u>looks</u> over here, we'll say hello to her.
Unreal Present/ Future	looked	would + base form	If we <u>looked</u> around a little bit more, we'd find something that we liked.
Unreal Past	had looked	would have + past participle	If I <u>had looked</u> more closely, I would never have signed the contract.

SUBJUNCTIVE

ACTIVE	look	<i>I recommend that the potential buyers <u>look</u> at the apartment again before you discuss prices.</i>
PASSIVE	be looked	<i>We ask that the lease <u>be looked</u> at by a lawyer before we sign.</i>

PHRASAL VERBS

look after (someone or something)	to take care of, watch, or guard someone or something <i>Our neighbor is <u>looking after</u> the house while we are away.</i>
look forward to (something)	to be excited about something that is going to happen in the future <i>After not taking a vacation for so many years, we were <u>looking forward</u> to our trip to Italy.</i>
look into (something)	to investigate <i>The police were <u>looking into</u> the robbery. / I know that you haven't received your refund yet and I'll be happy to <u>look into</u> it for you.</i>
look over	to examine something <i>Can you <u>look over</u> this document quickly before I sign it? / The mechanic <u>looked over</u> the engine carefully before we even thought about buying the car.</i>

IDIOMS

to look down your nose at someone	to not think highly of someone <i>My father always <u>looked down</u> his nose at the next-door neighbors.</i>
to look for the silver lining/ to look on the bright side	to be optimistic <i>I told him to <u>look on</u> the bright side when he got into the accident. After all, nobody was hurt.</i>
to look out for number one	to protect yourself at the expense of helping others <i>He was the most selfish person I ever knew. The only advice he ever gave me was to <u>look out</u> for number one.</i>
to not look a gift horse in the mouth	to be appreciative, instead of critical, of something that someone has given you or offered you <i>My brother didn't want to stay in Susan's apartment because it was too dark. I reminded him not to <u>look a gift horse</u> in the mouth.</i>

RELATED WORDS

good-looking (adj.)	attractive
looking glass (n.)	an old-fashioned term for a mirror
look-see (n.)	a brief look at something

* Note that the form "will be being looked" is rarely used. To convey a future progressive passive, use the present progressive passive.

lose

Infinitive	ACTIVE to lose	PASSIVE to be lost
Past Infinitive	to have lost	to have been lost
Past Participle	lost	been lost
Present Participle	losing	being lost

ACTIVE

SIMPLE PRESENT

lose
lose
loses

SIMPLE PAST

lost
lost
lost

SIMPLE FUTURE

will lose
will lose
will lose

PRESENT PROGRESSIVE

am losing
are losing
is losing

PAST PROGRESSIVE

was losing
were losing
was losing

FUTURE PROGRESSIVE

will be losing
will be losing
will be losing

PRESENT PERFECT

have lost
have lost
has lost

PAST PERFECT

had lost
had lost
had lost

FUTURE PERFECT

will have lost
will have lost
will have lost

PRESENT PERFECT PROGRESSIVE

have been losing
have been losing
has been losing

PAST PERFECT PROGRESSIVE

had been losing
had been losing
had been losing

FUTURE PERFECT PROGRESSIVE

will have been losing
will have been losing
will have been losing

EXAMPLES:

Have you lost your keys again?

I had already lost most of my money when I finally decided to leave the casino.

How many soldiers will have lost their lives by the end of this conflict?

PASSIVE

SIMPLE PRESENT

am lost
are lost
is lost

SIMPLE PAST

was lost
were lost
was lost

SIMPLE FUTURE

will be lost
will be lost
will be lost

PRESENT PROGRESSIVE

am being lost
are being lost
is being lost

PAST PROGRESSIVE

was being lost
were being lost
was being lost

FUTURE PROGRESSIVE*

will be being lost*
will be being lost*
will be being lost*

PRESENT PERFECT

have been lost
have been lost
has been lost

PAST PERFECT

had been lost
had been lost
had been lost

FUTURE PERFECT

will have been lost
will have been lost
will have been lost

EXAMPLES:

The kids were lost in the woods for hours.

The letter had been lost in the mail.

Whatever you do, don't give Terry the cash. It will be lost by the time we get there.

PRINCIPAL CONDITIONALS

PRESENT

would lose
would lose
would lose

PRESENT PROGRESSIVE

would be losing
would be losing
would be losing

PRESENT PASSIVE

would be lost
would be lost
would be lost

PAST

would have lost
would have lost
would have lost

PAST PROGRESSIVE

would have been losing
would have been losing
would have been losing

PAST PASSIVE

would have been lost
would have been lost
would have been lost

EXAMPLES:

I would be lost if I didn't have such great assistants.

The game would have been lost if it weren't for Sosa's home run in the last inning.

lose

PRINCIPAL PARTS: lose, lost, lost

Important Forms in Use

IF/THEN CONDITIONALS

	IF ... \	... THEN	EXAMPLE
Real Present/ Future	lose/loses	simple present will + base form	<i>If we <u>lose</u> each other, let's meet on the steps near the lions in an hour.</i> <i>If the tenors <u>lose</u> their place again, we'll have to call another rehearsal.</i>
Unreal Present/ Future	lost	would + base form	<i>If Sam <u>lost</u> his job, he would have trouble finding another one.</i>
Unreal Past	had lost	would have + past participle	<i>If he <u>had lost</u> his nerve, he never would have asked me out.</i>

SUBJUNCTIVE

ACTIVE	lose	<i>We advise that you not <u>lose</u> track of your spending.</i>
PASSIVE	be lost	<i>The mayor asked that a few key documents inadvertently <u>be lost</u> before the inspector showed up.</i>

PHRASAL VERBS

lose out on	to not benefit from <i>If you don't go for the internship, you will be losing out on a great opportunity!</i>
-------------	--

IDIOMS

to lose track	to not be able to keep up with the details of a certain situation <i>If I don't write down all of the money that I spend, I tend to lose track of it.</i>
to lose ground	to stop making progress and instead begin to move backward <i>Due to delays in getting a shuttle to the space station, the space program is losing ground.</i>
Get lost!	said when you want someone to leave (informal) <i>You are really bothering me. Get lost!</i>
to lose touch	to not remain in contact with someone <i>Sylvia and I lost touch after she got a job in another city.</i>
to lose face	to feel embarrassment or that your honor has been offended <i>The negotiations had to be very delicate so that the prime minister wouldn't lose face.</i>

RELATED WORDS

loser (n.)	a person who has failed to win a competition, game, bet, etc.
loss (n.)	the state of not having something that you once had
lost (adj.)	misplaced

* Note that the form "will be being lost" is rarely used. To convey a future progressive passive, use the present progressive passive.

make

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to make
have made
made
making

PASSIVE
to be made
have been made
been made
being made

ACTIVE

SIMPLE PRESENT

make
make
makes

SIMPLE PAST

made
made
made

SIMPLE FUTURE

will make
will make
will make

PRESENT PROGRESSIVE

am making
are making
is making

PAST PROGRESSIVE

was making
were making
was making

FUTURE PROGRESSIVE

will be making
will be making
will be making

PRESENT PERFECT

have made
have made
has made

PAST PERFECT

had made
had made
had made

FUTURE PERFECT

will have made
will have made
will have made

PRESENT PERFECT PROGRESSIVE

have been making
have been making
has been making

PAST PERFECT PROGRESSIVE

had been making
had been making
had been making

FUTURE PERFECT PROGRESSIVE

will have been making
will have been making
will have been making

EXAMPLES:

John is making all of the furniture for our new house.

Drink a cup of hot tea. That will make you feel better.

When we arrived at the restaurant, we realized that we hadn't made a reservation.

PASSIVE

SIMPLE PRESENT

am made
are made
is made

SIMPLE PAST

was made
were made
was made

SIMPLE FUTURE

will be made
will be made
will be made

PRESENT PROGRESSIVE

am being made
are being made
is being made

PAST PROGRESSIVE

was being made
were being made
was being made

FUTURE PROGRESSIVE*

will be being made*
will be being made*
will be being made*

PRESENT PERFECT

have been made
have been made
has been made

PAST PERFECT

had been made
had been made
had been made

FUTURE PERFECT

will have been made
will have been made
will have been made

EXAMPLES:

Most of the clothing I am wearing was made in China.

After months of deliberations, a decision has finally been made.

It was disappointing to find out that the telephone call still hadn't been made.

PRINCIPAL CONDITIONALS

PRESENT

would make
would make
would make

PRESENT PROGRESSIVE

would be making
would be making
would be making

PRESENT PASSIVE

would be made
would be made
would be made

PAST

would have made
would have made
would have made

PAST PROGRESSIVE

would have been making
would have been making
would have been making

PAST PASSIVE

would have been made
would have been made
would have been made

EXAMPLES:

I would happily make you a cup of tea if you asked.

Sally wouldn't have made so many mistakes if she had been more careful.

make

PRINCIPAL PARTS: make, made, made

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	make/makes	simple present will + base form	<i>If we <u>make</u> too much food, we have leftovers for the following day.</i> <i>If you <u>make</u> the cake from scratch, it will be delicious.</i>
Unreal Present/ Future	made	would + base form	<i>If they <u>made</u> it here for the surprise party, my mother would be so happy.</i>
Unreal Past	had made	would have + past participle	<i>If Ben and Terry <u>hadn't made</u> it to the finish line, they would have shocked everyone.</i>

SUBJUNCTIVE

ACTIVE	make	<i>It is important that we <u>make</u> this experience a valuable one.</i>
PASSIVE	be made	<i>We recommend that an effort <u>be made</u> to finish the work before the deadline.</i>

PHRASAL VERBS

make away with (something)	to steal <i>The robbers <u>made away with</u> all of my mother's china.</i>
make (something) into	to change something so that it has a different use or form <i>We're going to <u>make this into</u> the baby's room.</i>
make out (something)	to be able to understand something at a minimal level <i>We tried to read her great-grandfather's letters from the Civil War, but we couldn't <u>make out</u> the handwriting.</i>
make (something) over	to redo, often used with decoration, makeup, or fashion <i>We <u>made over</u> the downstairs bathroom and kitchen.</i>
make (something) up	to invent a story to deceive or entertain <i>I didn't know how to explain my lateness so I <u>made something up</u>.</i>

IDIOMS

to make a go of something	to attempt to be successful in a venture <i>We didn't think he could <u>make a go of</u> it, but the new restaurant is doing very well.</i>
to make do	to manage with less than the perfect amount <i>The hostess didn't have enough chairs for the party, but she <u>made do</u>.</i>
to make time	to find space in your schedule for something or someone <i>Can you <u>make time</u> for me this afternoon?</i>
to make a mountain out of a molehill	to exaggerate a small issue into a big one <i>My boss was really <u>making a mountain out of</u> a molehill when he threatened to fire me over the article I wrote.</i>
to make the most (out) of something	to take full advantage of something <i>We really <u>made the most of</u> this weekend. I can't believe how many things we did.</i>

RELATED WORDS

make-believe (adj.)	not real, imaginary
maker (n.)	the entity that produces something
makeover (n.)	a process in which the appearance of something is changed to make it look better
makeup (n.)	what something is composed of, or cosmetics that are applied to the face

* Note that the form "will be being made" is rarely used. To convey a future progressive passive, use the present progressive passive.

open

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to open
to have opened
opened
opening

PASSIVE
to be opened
to have been opened
been opened
being opened

ACTIVE

SIMPLE PRESENT

open
open
opens

SIMPLE PAST

opened
opened
opened

SIMPLE FUTURE

will open
will open
will open

PRESENT PROGRESSIVE

am opening
are opening
is opening

PAST PROGRESSIVE

was opening
were opening
was opening

FUTURE PROGRESSIVE

will be opening
will be opening
will be opening

PRESENT PERFECT

have opened
have opened
has opened

PAST PERFECT

had opened
had opened
had opened

FUTURE PERFECT

will have opened
will have opened
will have opened

PRESENT PERFECT PROGRESSIVE

have been opening
have been opening
has been opening

PAST PERFECT PROGRESSIVE

had been opening
had been opening
had been opening

FUTURE PERFECT PROGRESSIVE

will have been opening
will have been opening
will have been opening

EXAMPLES:

She opened her wallet and discovered that all of her money and credit cards had been taken.

The kids will be opening their presents first thing in the morning.

If I leave the house at 8:00, the bank will have opened by the time I get there.

PASSIVE

SIMPLE PRESENT

am opened
are opened
is opened

SIMPLE PAST

was opened
were opened
was opened

SIMPLE FUTURE

will be opened
will be opened
will be opened

PRESENT PROGRESSIVE

am being opened
are being opened
is being opened

PAST PROGRESSIVE

was being opened
were being opened
was being opened

FUTURE PROGRESSIVE*

will be being opened*
will be being opened*
will be being opened*

PRESENT PERFECT

have been opened
have been opened
has been opened

PAST PERFECT

had been opened
had been opened
had been opened

FUTURE PERFECT

will have been opened
will have been opened
will have been opened

EXAMPLES:

The milk was opened yesterday; it should be fine to drink.

The doors of the theater were being opened when we got there.

I was upset to find out that my package had been opened by someone before it arrived at my house.

PRINCIPAL CONDITIONALS

PRESENT

would open
would open
would open

PRESENT PROGRESSIVE

would be opening
would be opening
would be opening

PRESENT PASSIVE

would be opened
would be opened
would be opened

PAST

would have opened
would have opened
would have opened

PAST PROGRESSIVE

would have been opening
would have been opening
would have been opening

PAST PASSIVE

would have been opened
would have been opened
would have been opened

EXAMPLES:

She was excited to hear that her favorite band would open for Bruce Springsteen on his tour this year.

I would have opened an account at another bank if I had known how much my bank was going to charge me.

I
you/we/they
he/she/it

open

PRINCIPAL PARTS: open, opened, opened

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	open/opens	simple present will + base form	<i>If I <u>open</u> the doors for you, you need to promise that you will lock them before you leave.</i> <i>If he <u>opens</u> the present now, he'll be able to use it on his vacation.</i>
Unreal Present/ Future	opened	would + base form	<i>If you <u>opened</u> your eyes, you would see that he's making a fool out of you.</i>
Unreal Past	had opened	would have + past participle	<i>If I <u>had opened</u> with a more popular song, the audience would have liked my concert more.</i>

SUBJUNCTIVE

ACTIVE	open	<i>We suggest that you <u>open</u> the package before you leave the store to make sure that everything has been included.</i>
PASSIVE	be opened	<i>We ask that the doors <u>be opened</u> before five p.m.</i>

PHRASAL VERBS

open out	to lead to something else <i>A door in my living room opens out onto the back terrace.</i>
open up	to become vacant or available <i>Call my boss sometime this week; several positions in the graphics department are opening up.</i>
open up to someone	to become more candid about your feelings <i>My colleague only opened up to me after we had worked together for several years.</i>

IDIOMS

to open doors	to create possibilities for someone <i>Having my uncle on the board certainly opened doors for me at the foundation.</i>
to open your mind to something	to be willing to have new experiences or be accepting of new ideas or things <i>You can't just dismiss the neighbors as being strange; you need to open your mind to new cultures and learn more about their customs.</i>
to open your heart to someone	to share personal thoughts and feelings with someone <i>Sam and I were just friends, but after he separated from his wife, he began to open his heart to me.</i>
to open someone's eyes	to make something clear to someone who hadn't been able to see it before <i>The lecture that we heard last night about the media really opened my eyes to a lot of truths that I didn't know about before.</i>

RELATED WORDS

open-and-shut (adj.)	describes a situation that is black-and-white, where there is no doubt about the answer or outcome
opener (n.)	a device used to open cans, bottles, etc.; the first game of the season, act of the show, etc.

* Note that the form "will be being opened" is rarely used. To convey a future progressive passive, use the present progressive passive.

panic

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to panic
to have panicked
panicked
panicking

PASSIVE
to be panicked
to have been panicked
been panicked
being panicked

ACTIVE

SIMPLE PRESENT

panic
panic
panics

SIMPLE PAST

panicked
panicked
panicked

SIMPLE FUTURE

will panic
will panic
will panic

PRESENT PROGRESSIVE

am panicking
are panicking
is panicking

PAST PROGRESSIVE

was panicking
were panicking
was panicking

FUTURE PROGRESSIVE

will be panicking
will be panicking
will be panicking

PRESENT PERFECT

have panicked
have panicked
has panicked

PAST PERFECT

had panicked
had panicked
had panicked

FUTURE PERFECT

will have panicked
will have panicked
will have panicked

PRESENT PERFECT PROGRESSIVE

have been panicking
have been panicking
has been panicking

PAST PERFECT PROGRESSIVE

had been panicking
had been panicking
had been panicking

FUTURE PERFECT PROGRESSIVE

will have been panicking
will have been panicking
will have been panicking

EXAMPLES:

If we don't get these drafts in by the end of the day, the director will panic.

Call Mom and tell her where you are. She's been panicking all day.

The audience had panicked, which had caused delays in getting out of the theater.

PASSIVE

SIMPLE PRESENT

am panicked
are panicked
is panicked

SIMPLE PAST

was panicked
were panicked
was panicked

SIMPLE FUTURE

will be panicked
will be panicked
will be panicked

PRESENT PROGRESSIVE

am being panicked
are being panicked
is being panicked

PAST PROGRESSIVE

was being panicked
were being panicked
was being panicked

FUTURE PROGRESSIVE*

will be being panicked*
will be being panicked*
will be being panicked*

PRESENT PERFECT

have been panicked
have been panicked
has been panicked

PAST PERFECT

had been panicked
had been panicked
had been panicked

FUTURE PERFECT

will have been panicked
will have been panicked
will have been panicked

EXAMPLES:

I am always panicked by strange noises I hear in the night.

Americans were panicked by sudden drops in the value of stocks.

I was panicked by the fact that my parents would be home in an hour.

PRINCIPAL CONDITIONALS

PRESENT

would panic
would panic
would panic

PRESENT PROGRESSIVE

would be panicking
would be panicking
would be panicking

PRESENT PASSIVE

would be panicked
would be panicked
would be panicked

PAST

would have panicked
would have panicked
would have panicked

PAST PROGRESSIVE

would have been panicking
would have been panicking
would have been panicking

PAST PASSIVE

would have been panicked
would have been panicked
would have been panicked

EXAMPLES:

You would panic too if you were in my situation.

We would have panicked if we had arrived at the airport even a minute later.

panic

PRINCIPAL PARTS: panic, panicked, panicked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	panic/panics	simple present	<i>If I <u>panic</u> now, we lose the race.</i>
		will + base form	<i>If she <u>panics</u> while holding on to the cliff edge with only one hand, it will mean death.</i>
Unreal Present/ Future	panicked	would + base form	<i>If he <u>panicked</u> instead of responding calmly, the firefighter would never make it out of the building alive.</i>
Unreal Past	had panicked	would have + past participle	<i>If I <u>had panicked</u> when the car began to slide, I wouldn't have been able to avoid an accident.</i>

SUBJUNCTIVE

ACTIVE	panic	<i>It is important that an airline pilot not <u>panic</u> in emergency situations.</i>
PASSIVE	be panicked	<i>It is essential that citizens not <u>be panicked</u> in the face of a natural disaster.</i>

IDIOMS

to press/push/hit the panic button	to make a quick, not well-thought-out response when confronted by a difficult situation <i>Only someone with nerves of steel, someone who won't hit the panic button, can be considered to lead the expedition to the top of Mt. Everest.</i>
------------------------------------	--

RELATED WORDS

panic attack (n.)	the escalation of anxiety to the point at which it causes the heart to beat faster and shortness of breath
panic-stricken (adj.)	overwhelmed by a high level of anxiety or nervousness

* Note that the form "will be being panicked" is rarely used. To convey a future progressive passive, use the present progressive passive.

pass

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to pass
to have passed
passed
passing

PASSIVE
to be passed
to have been passed
been passed
being passed

ACTIVE

SIMPLE PRESENT

pass
pass
passes

SIMPLE PAST

passed
passed
passed

SIMPLE FUTURE

will pass
will pass
will pass

PRESENT PROGRESSIVE

am passing
are passing
is passing

PAST PROGRESSIVE

was passing
were passing
was passing

FUTURE PROGRESSIVE

will be passing
will be passing
will be passing

PRESENT PERFECT

have passed
have passed
has passed

PAST PERFECT

had passed
had passed
had passed

FUTURE PERFECT

will have passed
will have passed
will have passed

PRESENT PERFECT PROGRESSIVE

have been passing
have been passing
has been passing

PAST PERFECT PROGRESSIVE

had been passing
had been passing
had been passing

FUTURE PERFECT PROGRESSIVE

will have been passing
will have been passing
will have been passing

EXAMPLES:

He passes by here a couple of times a year on his way to Florida.

How many students have passed the college entrance examination so far this year?

Hopefully, I will have passed all of my courses by the end of the year.

PASSIVE

SIMPLE PRESENT

am passed
are passed
is passed

SIMPLE PAST

was passed
were passed
was passed

SIMPLE FUTURE

will be passed
will be passed
will be passed

PRESENT PROGRESSIVE

am being passed
are being passed
is being passed

PAST PROGRESSIVE

was being passed
were being passed
was being passed

FUTURE PROGRESSIVE*

will be being passed*
will be being passed*
will be being passed*

PRESENT PERFECT

have been passed
have been passed
has been passed

PAST PERFECT

had been passed
had been passed
had been passed

FUTURE PERFECT

will have been passed
will have been passed
will have been passed

EXAMPLES:

She was passed over for a promotion.

The torch will be passed from athlete to athlete until it arrives in the Olympic city.

What is the dish that is being passed around?

PRINCIPAL CONDITIONALS

PRESENT

would pass
would pass
would pass

PRESENT PROGRESSIVE

would be passing
would be passing
would be passing

PRESENT PASSIVE

would be passed
would be passed
would be passed

PAST

would have passed
would have passed
would have passed

PAST PROGRESSIVE

would have been passing
would have been passing
would have been passing

PAST PASSIVE

would have been passed
would have been passed
would have been passed

EXAMPLES:

I didn't know that the honor would be passed on to me.

I thought she would pass me by without saying anything.

pass

PRINCIPAL PARTS: pass, passed, passed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	pass/passes	simple present	<i>If he <u>passes</u> his exams, we take him to Pederson's for ice cream.</i>
		will + base form	<i>If we <u>pass</u> a gas station on the way, I'll stop and fill up.</i>
Unreal Present/ Future	passed	would + base form	<i>If she <u>passed</u> by here, we would see her.</i>
Unreal Past	had passed	would have + past participle	<i>If I <u>had passed</u> the grocery store, I would have bought some milk.</i>

SUBJUNCTIVE

ACTIVE	pass	<i>They asked that he <u>pass</u> by on the way to school in the morning.</i>
PASSIVE	be passed	<i>It is important that the tests <u>be passed</u> out only after all students are seated and all books are put away.</i>

PHRASAL VERBS

pass by	to proceed past somewhere on your way to another place <i>She <u>passed</u> by the restaurant on her way home.</i>
pass (something) down	to give something that belongs to you to someone in the next generation of your family; to send something, such as orders, through a chain of communication from top to bottom <i>The rings were <u>passed</u> down from her mother.</i>
pass (something) on	to give something (usually information) to someone else <i>These are the figures. Can you <u>pass</u> them on to accounting?</i>
pass (something) out	to hand out, to distribute <i>We need volunteers to <u>pass</u> out the flyers.</i>
pass out	to lose consciousness <i>The room was very stuffy and Hillary <u>passed</u> out.</i>
pass (someone) over	to not consider someone for something <i>I thought that Randy would be good for the position, but they <u>passed</u> him over.</i>

IDIOMS

to pass the buck	to make someone else responsible for something that you should be responsible for <i>Their department always <u>passes</u> the buck, which means a lot more work for us.</i>
to pass muster	to be acceptable <i>Do you think our cleaning job will <u>pass</u> muster, or should we have done a more careful job?</i>
to (have to) pass (on something)	to reject or refuse in a polite manner <i>I'm going to <u>pass</u> on the apple pie. I'm way too full.</i>
this too shall pass	an expression meaning that life goes on even after something difficult or unpleasant happens <i>I know your divorce has been difficult, but this too shall <u>pass</u>.</i>

RELATED WORDS

passing interest/fancy (n.)	a short-term interest in something
passable (adj.)	acceptable

* Note that the form "will be being passed" is rarely used. To convey a future progressive passive, use the present progressive passive.

pay

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to pay
to have paid
paid
paying

PASSIVE
to be paid
to have been paid
been paid
being paid

ACTIVE

SIMPLE PRESENT

pay
pay
pays

SIMPLE PAST

paid
paid
paid

SIMPLE FUTURE

will pay
will pay
will pay

PRESENT PROGRESSIVE

am paying
are paying
is paying

PAST PROGRESSIVE

was paying
were paying
was paying

FUTURE PROGRESSIVE

will be paying
will be paying
will be paying

PRESENT PERFECT

have paid
have paid
has paid

PAST PERFECT

had paid
had paid
had paid

FUTURE PERFECT

will have paid
will have paid
will have paid

PRESENT PERFECT PROGRESSIVE

have been paying
have been paying
has been paying

PAST PERFECT PROGRESSIVE

had been paying
had been paying
had been paying

FUTURE PERFECT PROGRESSIVE

will have been paying
will have been paying
will have been paying

EXAMPLES:

If you pay attention, you can pick up a lot from Howard's TV show.

We haven't paid our taxes yet this year and it's already April 1st.

While Johanna was paying, Danny went outside to get a taxi.

PASSIVE

SIMPLE PRESENT

am paid
are paid
is paid

SIMPLE PAST

was paid
were paid
was paid

SIMPLE FUTURE

will be paid
will be paid
will be paid

PRESENT PROGRESSIVE

am being paid
are being paid
is being paid

PAST PROGRESSIVE

was being paid
were being paid
was being paid

FUTURE PROGRESSIVE*

will be being paid*
will be being paid*
will be being paid*

PRESENT PERFECT

have been paid
have been paid
has been paid

PAST PERFECT

had been paid
had been paid
had been paid

FUTURE PERFECT

will have been paid
will have been paid
will have been paid

EXAMPLES:

Mary was paid very well for the job.

The workers were being paid too little for the amount of labor the job involved.

PRINCIPAL CONDITIONALS

PRESENT

would pay
would pay
would pay

PRESENT PROGRESSIVE

would be paying
would be paying
would be paying

PRESENT PASSIVE

would be paid
would be paid
would be paid

PAST

would have paid
would have paid
would have paid

PAST PROGRESSIVE

would have been paid
would have been paid
would have been paid

PAST PASSIVE

would have been paid
would have been paid
would have been paid

EXAMPLES:

He would pay you more if he felt that the job had been well done.

We didn't know how much we would be paid for painting her house.

Sally would have been paid more if she had asked for more.

pay

PRINCIPAL PARTS: pay, paid, paid

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	pay/pays	simple present will + base form	<i>If I <u>pay</u> attention, I understand everything when she speaks in Spanish.</i> <i>If she <u>pays</u> that much money for this piece of junk, I'll die.</i>
Unreal Present/ Future	paid	would + base form	<i>If we <u>paid</u> off our debts, we'd be able to take a vacation.</i>
Unreal Past	had paid	would have + past participle	<i>If I <u>had paid</u> for you at the movies, I wouldn't have had any money for dinner.</i>

SUBJUNCTIVE

ACTIVE	pay	<i>It is required that your son <u>pay</u> the bill in full.</i>
PASSIVE	be paid	<i>It is essential that we <u>be paid</u> before we begin to work.</i>

PHRASAL VERBS

pay (someone) back	to repay <i>Simon still hasn't paid me back the money I lent him when we went sailing.</i>
pay off	to give the entire sum of money that you owe for something; to bribe <i>I'll never pay off the money I owe for college.</i>
pay up	to give the money that you owe, especially when you are reluctant to do so <i>They sent a collector to his house to make sure he paid up.</i>

IDIOMS

to pay someone a compliment	to say something nice to someone about his or her abilities, appearance, or performance <i>She paid me the nicest compliment I had ever received when she compared my performance to Bette Davis.</i>
to pay the price	to suffer the consequences of a bad decision <i>He paid the price for quitting his job without thinking, because he is still out of work.</i>
to pay for something	to suffer or receive retribution for something done; often used as a threat <i>He'll pay for the way he treated my family.</i>
to pay through the nose	to pay too much for something <i>The hotel was beautiful but we paid through the nose.</i>
to pay your respects	to send your regards to someone, often at a funeral <i>We wanted to talk to the widow and pay our respects.</i>
to pay attention	to listen or watch closely <i>You need to pay attention to her lecture; we'll be tested on it later.</i>

RELATED WORDS

down payment (n.)	the money that you put down before you make a large purchase, such as a house or a car
paycheck (n.)	the money that you receive each time your workplace pays you
payday (n.)	the day each week, month, etc., that you receive your paycheck
pay raise (n.)	an increase in salary
payroll (n.)	a list kept by employers of people in their employ to be paid and the amount owed to each

* Note that the form "will be being paid" is rarely used. To convey a future progressive passive, use the present progressive passive.

plan

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to plan
to have planned
planned
planning

PASSIVE
to be planned
to have been planned
been planned
being planned

ACTIVE

SIMPLE PRESENT

plan
plan
plans

PRESENT PROGRESSIVE

am planning
are planning
is planning

PRESENT PERFECT

have planned
have planned
has planned

PRESENT PERFECT PROGRESSIVE

have been planning
have been planning
has been planning

EXAMPLES:

He is planning to move to an apartment that is closer to his work.

SIMPLE PAST

planned
planned
planned

PAST PROGRESSIVE

was planning
were planning
was planning

PAST PERFECT

had planned
had planned
had planned

PAST PERFECT PROGRESSIVE

had been planning
had been planning
had been planning

How long have you been planning your vacation?

SIMPLE FUTURE

will plan
will plan
will plan

FUTURE PROGRESSIVE

will be planning
will be planning
will be planning

FUTURE PERFECT

will have planned
will have planned
will have planned

FUTURE PERFECT PROGRESSIVE

will have been planning
will have been planning
will have been planning

They had planned to go to Colorado at Christmas time but there was a huge blizzard the day before their flight left.

PASSIVE

SIMPLE PRESENT

am planned
are planned
is planned

PRESENT PROGRESSIVE

am being planned
are being planned
is being planned

PRESENT PERFECT

have been planned
have been planned
has been planned

EXAMPLES:

Our day is being planned by the tour guide.

SIMPLE PAST

was planned
were planned
was planned

PAST PROGRESSIVE

was being planned
were being planned
was being planned

PAST PERFECT

had been planned
had been planned
had been planned

I didn't know what had been planned and, unfortunately, showed up along with the guest of honor at the surprise party.

SIMPLE FUTURE

will be planned
will be planned
will be planned

FUTURE PROGRESSIVE*

will be being planned*
will be being planned*
will be being planned*

FUTURE PERFECT

will have been planned
will have been planned
will have been planned

By the time you get here, all the camp activities will have been planned.

PRINCIPAL CONDITIONALS

PRESENT

would plan
would plan
would plan

PAST

would have planned
would have planned
would have planned

EXAMPLES:

I would plan on cold weather. Bring a sweater and a jacket.

PRESENT PROGRESSIVE

would be planning
would be planning
would be planning

PAST PROGRESSIVE

would have been planning
would have been planning
would have been planning

We would have planned better if we had known how many people were coming.

PRESENT PASSIVE

would be planned
would be planned
would be planned

PAST PASSIVE

would have been planned
would have been planned
would have been planned

I
you/we/they
he/she/it

plan

PRINCIPAL PARTS: plan, planned, planned

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	plan/plans	simple present will + base form	<i>If I <u>plan</u> on rain, the sun always shines, and if I plan on sun, it always rains.</i> <i>If she <u>plans</u> the event with me, then I won't have as much work.</i>
Unreal Present/ Future	planned	would + base form	<i>If they <u>planned</u> on coming, they would tell us.</i>
Unreal Past	had planned	would have + past participle	<i>If I <u>had planned</u> the dinner, I would have had fish instead of red meat.</i>

SUBJUNCTIVE

ACTIVE	plan	<i>It is important that we <u>plan</u> the reception right away if we want to find any available space.</i>
PASSIVE	be planned	<i>It is essential that our weekend <u>be planned</u> down to the last minute so we don't lose any time.</i>

PHRASAL VERBS

plan ahead	to make plans well in advance for something that is going to happen in the future <i>If you don't <u>plan ahead</u>, especially by booking hotels, there will certainly be problems once you get to Paris.</i>
plan for	to prepare for something that may happen in the future <i>We didn't <u>plan for</u> rain, but all of the guests gathered under the tent and had a great time anyway.</i>
plan on	to count on or expect that something will happen <i>We <u>plan on</u> having his help for the move.</i>
plan out	to prepare for something that is going to happen in the future by looking carefully at every detail and potential problems <i>The architect has <u>planned out</u> every step in the building of our house.</i>

IDIOMS

to go as planned	when something happens exactly as you prepared <i>The wedding was perfect. Everything went as planned.</i>
to have plans	when you have an agreement to do something, you say that you have plans <i>I'm sorry I can't come with you tonight but I already have plans.</i>
to make plans	to make an arrangement to do something <i>I haven't seen Harry for weeks but we're making plans to get together soon.</i>
You can plan on it!	an expression that is said to let someone know that something is going to happen <i>"Are you going to come to my party tonight?" "You can plan on it!"</i>

RELATED WORDS

plan (n.)	an arrangement
plan of attack (n.)	a plan to accomplish something
well-laid plans (n.)	arrangements that have been thought out carefully

* Note that the form "will be being planned" is rarely used. To convey a future progressive passive, use the present progressive passive.

play

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to play
to have played
played
playing

PASSIVE
to be played
to have been played
been played
being played

ACTIVE

SIMPLE PRESENT

play
play
plays

SIMPLE PAST

played
played
played

SIMPLE FUTURE

will play
will play
will play

PRESENT PROGRESSIVE

am playing
are playing
is playing

PAST PROGRESSIVE

was playing
were playing
was playing

FUTURE PROGRESSIVE

will be playing
will be playing
will be playing

PRESENT PERFECT

have played
have played
has played

PAST PERFECT

had played
had played
had played

FUTURE PERFECT

will have played
will have played
will have played

PRESENT PERFECT PROGRESSIVE

have been playing
have been playing
has been playing

PAST PERFECT PROGRESSIVE

had been playing
had been playing
had been playing

FUTURE PERFECT PROGRESSIVE

will have been playing
will have been playing
will have been playing

EXAMPLES:

The kids play in the supervised playground area after school.

We were playing duets for hours.

The new act will be playing at the Apollo Theater.

PASSIVE

SIMPLE PRESENT

am played
are played
is played

SIMPLE PAST

was played
were played
was played

SIMPLE FUTURE

will be played
will be played
will be played

PRESENT PROGRESSIVE

am being played
are being played
is being played

PAST PROGRESSIVE

was being played
were being played
was being played

FUTURE PROGRESSIVE*

will be being played*
will be being played*
will be being played*

PRESENT PERFECT

have been played
have been played
has been played

PAST PERFECT

had been played
had been played
had been played

FUTURE PERFECT

will have been played
will have been played
will have been played

EXAMPLES:

A symphony by Mozart was being played in the waiting room.

The cricket match was played for days.

I hope they won't have played my favorite song before we get there.

PRINCIPAL CONDITIONALS

PRESENT

would play
would play
would play

PRESENT PROGRESSIVE

would be playing
would be playing
would be playing

PRESENT PASSIVE

would be played
would be played
would be played

PAST

would have played
would have played
would have played

PAST PROGRESSIVE

would have been playing
would have been playing
would have been playing

PAST PASSIVE

would have been played
would have been played
would have been played

EXAMPLES:

The team manager didn't know who would be playing first base in that night's game.

Alice would have played if she hadn't sprained her ankle.

play

PRINCIPAL PARTS: play, played, played

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	play/plays	simple present will + base form	<i>If I <u>play</u> with him in the morning, he still wants me to play with him again at night.</i> <i>If she <u>plays</u> the music too loud, the neighbors will complain.</i>
Unreal Present/ Future	played	would + base form	<i>If we <u>played</u> bridge more often, we'd be able to compete with the Wheats.</i>
Unreal Past	had played	would have + past participle	<i>If she <u>had played</u> that song earlier, the audience would have stayed longer.</i>

SUBJUNCTIVE

ACTIVE	play	<i>It is important that the actors <u>play</u> the parts as the director stipulated.</i>
PASSIVE	be played	<i>It is essential that the wedding march <u>be played</u> as the bride enters the church.</i>

PHRASAL VERBS

play down (something)	to make something appear less important than it is <i>Ira is an excellent pianist but he always plays down his talents.</i>
play out	to come to a conclusion or an end <i>We were all tense as we waited to find out how the negotiations would play out.</i>
play up (something or someone)	to make something appear more important than it is <i>He always plays up his relationship with the president of the company.</i>
play with (something or someone)	to use something or someone for amusement <i>The kids were playing with the old clothes that I had thrown into a trunk in the attic.</i>

IDIOMS

to play with fire	to involve yourself in something dangerous <i>I don't think Tom should invest in that new company. In my opinion, he's playing with fire.</i>
to play something for all it's worth	to take full advantage of something <i>We'll only get the grant once, so let's play it for all it's worth.</i>
to play it by ear	to not make specific plans, to make plans as things happen <i>Audrey doesn't know when she'll get off work, so let's just play it by ear tonight.</i>
to play someone for a fool	to treat someone like he or she is stupid <i>Don't play me for a fool! I know that you didn't give me the money for the rent last month.</i>
to play second fiddle to someone	to be less important than someone else <i>Joe didn't want to play second fiddle to Leslie and so he quit.</i>

RELATED WORDS

player (n.)	a person who participates in a game or plays a musical instrument
play (n.)	a written piece in which actors take different parts and perform on stage
play-by-play (n.)	a description of a sports game as it is happening that can be heard on TV or on the radio

* Note that the form "will be being played" is rarely used. To convey a future progressive passive, use the present progressive passive.

pull

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to pull
to have pulled
pulled
pulling

PASSIVE
to be pulled
to have been pulled
been pulled
being pulled

ACTIVE

SIMPLE PRESENT

pull
pull
pulls

SIMPLE PAST

pulled
pulled
pulled

SIMPLE FUTURE

will pull
will pull
will pull

PRESENT PROGRESSIVE

am pulling
are pulling
is pulling

PAST PROGRESSIVE

was pulling
were pulling
was pulling

FUTURE PROGRESSIVE

will be pulling
will be pulling
will be pulling

PRESENT PERFECT

have pulled
have pulled
has pulled

PAST PERFECT

had pulled
had pulled
had pulled

FUTURE PERFECT

will have pulled
will have pulled
will have pulled

PRESENT PERFECT PROGRESSIVE

have been pulling
have been pulling
has been pulling

PAST PERFECT PROGRESSIVE

had been pulling
had been pulling
had been pulling

FUTURE PERFECT PROGRESSIVE

will have been pulling
will have been pulling
will have been pulling

EXAMPLES:

The horse pulls too much weight when it carries the buggy.

I had pulled a muscle and therefore couldn't compete.

They pulled up in a beautiful new BMW convertible.

PASSIVE

SIMPLE PRESENT

am pulled
are pulled
is pulled

SIMPLE PAST

was pulled
were pulled
was pulled

SIMPLE FUTURE

will be pulled
will be pulled
will be pulled

PRESENT PROGRESSIVE

am being pulled
are being pulled
is being pulled

PAST PROGRESSIVE

was being pulled
were being pulled
was being pulled

FUTURE PROGRESSIVE*

will be being pulled*
will be being pulled*
will be being pulled*

PRESENT PERFECT

have been pulled
have been pulled
has been pulled

PAST PERFECT

had been pulled
had been pulled
had been pulled

FUTURE PERFECT

will have been pulled
will have been pulled
will have been pulled

EXAMPLES:

The students feel that they are pulled in too many different directions.

The trailer was being pulled by a pickup truck.

PRINCIPAL CONDITIONALS

PRESENT

would pull
would pull
would pull

PRESENT PROGRESSIVE

would be pulling
would be pulling
would be pulling

PRESENT PASSIVE

would be pulled
would be pulled
would be pulled

PAST

would have pulled
would have pulled
would have pulled

PAST PROGRESSIVE

would have been pulling
would have been pulling
would have been pulling

PAST PASSIVE

would have been pulled
would have been pulled
would have been pulled

EXAMPLES:

Would you pull the cart toward you please?

He would have pulled a muscle if he hadn't warmed up before the game.

I
you/we/they
he/she/it

pull

PRINCIPAL PARTS: pull, pulled, pulled

Important Forms in Use

IF/THEN CONDITIONALS

	IF...	... THEN	EXAMPLE
Real Present/ Future	pull/pulls	simple present	<i>If I pull my weight, my boss is happy.</i>
Unreal Present/ Future	pulled	will + base form would + base form	<i>If she pulls this rope, it'll raise the curtains.</i> <i>If we pulled together, we would have a better chance of surviving.</i>
Unreal Past past participle	had pulled	would have +	<i>If I had pulled her hair any harder, it would have come out.</i>

SUBJUNCTIVE

ACTIVE	pull	<i>We suggest that someone pull the boat and someone get behind and push.</i>
PASSIVE	be pulled	<i>She asked that the drapes be pulled closed before we left.</i>

PHRASAL VERBS

pull apart	to separate <i>You need to pull the pieces apart before you begin the puzzle again.</i>
pull (something) off	to only barely manage to do something, usually because you have not properly prepared for it <i>I can't believe we pulled off the concert last night. We hadn't practiced in ages.</i>
pull through	to make it through a difficult situation <i>She's very ill and we're not sure if she's going to pull through.</i>
pull together	when a group of people band together in order to confront a problem or some difficult situation <i>During the Great Depression, Americans had to pull together in order to make it through.</i>

IDIOMS

to pull a fast one	to trick someone <i>She pulled a fast one when she told me she was broke and got me to lend her money.</i>
to pull oneself together	to get one's life back together after a spate of problems, or to stop behaving in a nervous or frightened way <i>I know you're upset, but you've got to talk to the judge. Pull yourself together.</i>
to pull oneself up by one's bootstraps	to make a success of one's life without anybody else's help <i>Both of his parents died when he was a child and he had to pull himself up by his bootstraps.</i>
to pull someone's leg	to tease someone <i>Come on! You aren't almost sixty, are you? You're pulling my leg.</i>
to have (no) pull	to have some (or no) influence on a situation <i>I'm sorry I can't help you get a job here but I have no pull.</i>

RELATED WORDS

pullover (n.)	a sweater that you put on by pulling it over your head
pull-up (n.)	an exercise in which you grab onto a bar and pull yourself up

* Note that the form "will be being pulled" is rarely used. To convey a future progressive passive, use the present progressive passive.

put

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to put
to have put
put
putting

PASSIVE
to be put
to have been put
been put
being put

ACTIVE

SIMPLE PRESENT

put
put
puts

SIMPLE PAST

put
put
put

SIMPLE FUTURE

will put
will put
will put

PRESENT PROGRESSIVE

am putting
are putting
is putting

PAST PROGRESSIVE

was putting
were putting
was putting

FUTURE PROGRESSIVE

will be putting
will be putting
will be putting

PRESENT PERFECT

have put
have put
has put

PAST PERFECT

had put
had put
had put

FUTURE PERFECT

will have put
will have put
will have put

PRESENT PERFECT PROGRESSIVE

have been putting
have been putting
has been putting

PAST PERFECT PROGRESSIVE

had been putting
had been putting
had been putting

FUTURE PERFECT PROGRESSIVE

will have been putting
will have been putting
will have been putting

EXAMPLES:

The bellhop put our suitcases in our room.

They are putting new gutters on the first and second floors of our house.

She had put the children to sleep before we began to watch the movie.

PASSIVE

SIMPLE PRESENT

am put
are put
is put

SIMPLE PAST

was put
were put
was put

SIMPLE FUTURE

will be put
will be put
will be put

PRESENT PROGRESSIVE

am being put
are being put
is being put

PAST PROGRESSIVE

was being put
were being put
was being put

FUTURE PROGRESSIVE*

will be being put*
will be being put*
will be being put*

PRESENT PERFECT

have been put
have been put
has been put

PAST PERFECT

had been put
had been put
had been put

FUTURE PERFECT

will have been put
will have been put
will have been put

EXAMPLES:

The final touches are being put on the cake.

Any book on bold will be put back on the shelf if it is not picked up in three days.

Your tickets have been put in "will call" under your husband's name.

PRINCIPAL CONDITIONALS

PRESENT

would put
would put
would put

PRESENT PROGRESSIVE

would be putting
would be putting
would be putting

PRESENT PASSIVE

would be put
would be put
would be put

PAST

would have put
would have put
would have put

PAST PROGRESSIVE

would have been putting
would have been putting
would have been putting

PAST PASSIVE

would have been put
would have been put
would have been put

EXAMPLES:

We would be putting them up if they hadn't come with their children.

Normally, the receipt would have been put in this folder.

I
you/we/they
he/she/it

put

PRINCIPAL PARTS: put, put, put

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	put/puts	simple present will + base form	<i>If you put too much salt in the sauce, we can't do anything to change the flavor.</i> <i>If she puts me in the room next to her, I'll see her more often.</i>
Unreal Present/ Future	put	would + base form	<i>If we put the dogs out, we wouldn't have to worry about their barking.</i>
Unreal Past	had put	would have + past participle	<i>If I had put that question to him, I don't think he would've answered it.</i>

SUBJUNCTIVE

ACTIVE	put	<i>We suggest that the officer put her gun on the table.</i>
PASSIVE	be put	<i>It is important that all valuables be put in a safe place.</i>

PHRASAL VERBS

put (something) away	to return something to its original position <i>When you finish working on your pottery, you need to put away all of the equipment and clean up your station.</i>
put (something) off	to postpone <i>I'm supposed to work on my history assignment but I keep putting it off.</i>
put (something) out	to extinguish <i>The firefighters put out the fire quickly.</i>
put (something) together	to assemble <i>The only problem with this furniture is that you have to put it together by yourself.</i>
put up with	to stand for behavior that is difficult or less than acceptable <i>I don't know how you put up with your next-door neighbors. They're having parties every weekend.</i>

IDIOMS

to put a stop to something	to end something that you believe shouldn't have been happening in the first place <i>We finally put a stop to his bad behavior by instituting a system of rewards.</i>
to put someone on the spot	to put someone in the uncomfortable position of having to give an answer immediately <i>I'm sorry to put you on the spot, but could we stay with you while we're in the city?</i>
to put up a fight	to not surrender or give in to what someone else wants <i>The two young boys tried to steal his wallet, but he put up a fight.</i>
to put your nose to the grindstone	to work very hard <i>If I'm going to finish this report before tomorrow, I'll have to put my nose to the grindstone.</i>

RELATED WORDS

put-down (n.)	something said to criticize someone else or to make him or her feel bad or stupid
put out (adj.)	when you feel upset, angry, or as if you have done too much for another person

* Note that the form "will be being put" is rarely used. To convey a future progressive passive, use the present progressive passive.

quiz

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to quiz
to have quizzed
quizzed
quizzing

PASSIVE
to be quizzed
to have been quizzed
been quizzed
being quizzed

ACTIVE

SIMPLE PRESENT

quiz
quiz
quizzes

SIMPLE PAST

quizzed
quizzed
quizzed

SIMPLE FUTURE

will quiz
will quiz
will quiz

PRESENT PROGRESSIVE

am quizzing
are quizzing
is quizzing

PAST PROGRESSIVE

was quizzing
were quizzing
was quizzing

FUTURE PROGRESSIVE

will be quizzing
will be quizzing
will be quizzing

PRESENT PERFECT

have quizzed
have quizzed
has quizzed

PAST PERFECT

had quizzed
had quizzed
had quizzed

FUTURE PERFECT

will have quizzed
will have quizzed
will have quizzed

PRESENT PERFECT PROGRESSIVE

have been quizzing
have been quizzing
has been quizzing

PAST PERFECT PROGRESSIVE

had been quizzing
had been quizzing
had been quizzing

FUTURE PERFECT PROGRESSIVE

will have been quizzing
will have been quizzing
will have been quizzing

EXAMPLES:

The teacher is quizzing the class on the material they learned yesterday.

I'll quiz you on state capitals if you quiz me on the presidents.

PASSIVE

SIMPLE PRESENT

am quizzed
are quizzed
is quizzed

SIMPLE PAST

was quizzed
were quizzed
was quizzed

SIMPLE FUTURE

will be quizzed
will be quizzed
will be quizzed

PRESENT PROGRESSIVE

am being quizzed
are being quizzed
is being quizzed

PAST PROGRESSIVE

was being quizzed
were being quizzed
was being quizzed

FUTURE PROGRESSIVE*

will be being quizzed*
will be being quizzed*
will be being quizzed*

PRESENT PERFECT

have been quizzed
have been quizzed
has been quizzed

PAST PERFECT

had been quizzed
had been quizzed
had been quizzed

FUTURE PERFECT

will have been quizzed
will have been quizzed
will have been quizzed

EXAMPLES:

The students will be quizzed on lessons five and six.

Richard is being quizzed by my father on his knowledge of antique cars.

PRINCIPAL CONDITIONALS

PRESENT

would quiz
would quiz
would quiz

PRESENT PROGRESSIVE

would be quizzing
would be quizzing
would be quizzing

PRESENT PASSIVE

would be quizzed
would be quizzed
would be quizzed

PAST

would have quizzed
would have quizzed
would have quizzed

PAST PROGRESSIVE

would have been quizzing
would have been quizzing
would have been quizzing

PAST PASSIVE

would have been quizzed
would have been quizzed
would have been quizzed

EXAMPLES:

Professor Hogan would have been quizzing us on the material if she hadn't broken her leg.

I would have quizzed you on your whereabouts if I didn't trust you.

quiz

PRINCIPAL PARTS: quiz, quizzed, quizzed



Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	quiz/quizzes	simple present will + base form	If you <u>quiz</u> the students by surprise, they don't like it very much. If she <u>quizzes</u> them on the material, she'll find out how much they've learned.
Unreal Present/ Future	quizzed	would + base form	If we <u>quizzed</u> each other on the names of the flowers, we would learn a lot faster.
Unreal Past	had quizzed	would have + past participle	If you <u>had quizzed</u> me on politics, you would have found out how little I know.

SUBJUNCTIVE

ACTIVE	quiz	<i>They suggest that we <u>quiz</u> our children on their whereabouts every night.</i>
PASSIVE	be quizzed	<i>It is important that the students <u>be quizzed</u> on the material.</i>

PHRASAL VERBS

quiz (someone) on	to ask about or interrogate, sometimes aggressively or invasively <i>As soon as I got home, he was quizzing me on my date and how it went.</i>
quiz (someone) over	to ask questions on a specific subject <i>The teacher quizzed us over the Spanish civil war.</i>

RELATED WORDS

quiz (n.)	a short test
quizmaster (n.)	the person who asks questions on a game show or in a board game
quizzical (adj.)	strange, comical, weird, or inquiring (said of expressions)

* Note that the form "will be being quizzed" is rarely used. To convey a future progressive passive, use the present progressive passive.



reach

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to reach
to have reached
reached
reaching

PASSIVE
to be reached
to have been reached
been reached
being reached

ACTIVE

SIMPLE PRESENT

reach
·reach
reaches

SIMPLE PAST

reached
reached
reached

SIMPLE FUTURE

will reach
will reach
will reach

PRESENT PROGRESSIVE

am reaching
are reaching
is reaching

PAST PROGRESSIVE

was reaching
were reaching
was reaching

FUTURE PROGRESSIVE

will be reaching
will be reaching
will be reaching

PRESENT PERFECT

have reached
have reached
has reached

PAST PERFECT

had reached
had reached
had reached

FUTURE PERFECT

will have reached
will have reached
will have reached

PRESENT PERFECT PROGRESSIVE

have been reaching
have been reaching
has been reaching

PAST PERFECT PROGRESSIVE

had been reaching
had been reaching
had been reaching

FUTURE PERFECT PROGRESSIVE

will have been reaching
will have been reaching
will have been reaching

EXAMPLES:

Call us when you reach the hotel.

We will have reached California by next Tuesday.

They had been reaching for great things but they had a lot of bad luck.

PASSIVE

SIMPLE PRESENT

am reached
are reached
is reached

SIMPLE PAST

was reached
were reached
was reached

SIMPLE FUTURE

will be reached
will be reached
will be reached

PRESENT PROGRESSIVE

am being reached
are being reached
is being reached

PAST PROGRESSIVE

was being reached
were being reached
was being reached

FUTURE PROGRESSIVE*

will be being reached*
will be being reached*
will be being reached*

PRESENT PERFECT

have been reached
have been reached
has been reached

PAST PERFECT

had been reached
had been reached
had been reached

FUTURE PERFECT

will have been reached
will have been reached
will have been reached

EXAMPLES:

They were reached at the house in the woods only after hours of trying.

An agreement had not been reached as of last Tuesday.

PRINCIPAL CONDITIONALS

PRESENT

would reach
would reach
would reach

PRESENT PROGRESSIVE

would be reaching
would be reaching
would be reaching

PRESENT PASSIVE

would be reached
would be reached
would be reached

PAST

would have reached
would have reached
would have reached

PAST PROGRESSIVE

would have been reaching
would have been reaching
would have been reaching

PAST PASSIVE

would have been reached
would have been reached
would have been reached

EXAMPLES:

We would be reaching out to them more but we feel they want to be left alone.

They would have reached their final destination earlier if they hadn't run out of gas.

I
you/we/they
he/she/it

reach

PRINCIPAL PARTS: reach, reached, reached

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	reach/reaches	simple present will + base form	<i>If I <u>reach</u> him at John's, that means he's staying there tonight.</i> <i>If they <u>reach</u> their goal by next weekend, they'll cancel the rest of the pledge drive.</i>
Unreal Present/ Future	reached	would + base form	<i>If we <u>reached</u> out to them more, they would probably be better friends.</i>
Unreal Past	had reached	would have + past participle	<i>If I <u>had reached</u> their offices, I would have left a message.</i>

SUBJUNCTIVE

ACTIVE	reach	<i>The accountant suggested that they not <u>reach</u> their credit limit and pay off the balance each month.</i>
PASSIVE	be reached	<i>It is essential that we <u>be reached</u> quickly in case of any emergency.</i>

PHRASAL VERBS

reach out to (someone)	to try to help someone who has made efforts to distance himself or herself <i>My mom tried to reach out to me when I was a teenager, but I needed more serious help.</i>
------------------------	---

IDIOMS

to reach for the stars	to dream wildly, or to have goals that are very hard to attain <i>I'm not saying that you shouldn't do it, but I just want to remind you that applying for the grant at Harvard is reaching for the stars.</i>
to be out of someone's reach	to be impossible for someone to achieve <i>I hate to tell you this, but the leading role in the movie is out of your reach for many reasons.</i>
to be reaching	to try to make something out to be what it isn't <i>You think I look like Julia Roberts? That's definitely reaching!</i>

RELATED WORDS

reachable (adj.)	able to be obtained
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* Note that the form "will be being reached" is rarely used. To convey a future progressive passive, use the present progressive passive.

read

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to read
to have read
read
reading

PASSIVE
to be read
to have been read
been read
being read

ACTIVE

SIMPLE PRESENT

read
read
reads

SIMPLE PAST

read
read
read

SIMPLE FUTURE

will read
will read
will read

PRESENT PROGRESSIVE

am reading
are reading
is reading

PAST PROGRESSIVE

was reading
were reading
was reading

FUTURE PROGRESSIVE

will be reading
will be reading
will be reading

PRESENT PERFECT

have read
have read
has read

PAST PERFECT

had read
had read
had read

FUTURE PERFECT

will have read
will have read
will have read

PRESENT PERFECT PROGRESSIVE

have been reading
have been reading
has been reading

PAST PERFECT PROGRESSIVE

had been reading
had been reading
had been reading

FUTURE PERFECT PROGRESSIVE

will have been reading
will have been reading
will have been reading

EXAMPLES:

The teacher reads to her students every morning.

The book club is reading a book by Graham Greene.

By the time I finish my graduate degree, I will have read every book there is to read on James Joyce's Ulysses.

PASSIVE

SIMPLE PRESENT

am read
are read
is read

SIMPLE PAST

was read
were read
was read

SIMPLE FUTURE

will be read
will be read
will be read

PRESENT PROGRESSIVE

am being read
are being read
is being read

PAST PROGRESSIVE

was being read
were being read
was being read

FUTURE PROGRESSIVE*

will be being read*
will be being read*
will be being read*

PRESENT PERFECT

have been read
have been read
has been read

PAST PERFECT

had been read
had been read
had been read

FUTURE PERFECT

will have been read
will have been read
will have been read

EXAMPLES:

The Catcher in the Rye is commonly read by high school students.

Did you hear that my book is being read by a publisher?

Our electrical meter has already been read.

PRINCIPAL CONDITIONALS

PRESENT

would read
would read
would read

PRESENT PROGRESSIVE

would be reading
would be reading
would be reading

PRESENT PASSIVE

would be read
would be read
would be read

PAST

would have read
would have read
would have read

PAST PROGRESSIVE

would have been reading
would have been reading
would have been reading

PAST PASSIVE

would have been read
would have been read
would have been read

EXAMPLES:

I would read Swann's Way if I were you.

I would read your mind if I could, but I can't.

read

PRINCIPAL PARTS: read, read, read

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	read/reads	simple present	If you <u>read</u> out loud, I can understand better.
		will + base form	If they <u>read</u> about my success in the newspaper, they'll be very happy.
Unreal Present/ Future	read	would + base form	If Aunt Sally <u>read</u> this book, she would really like it.
Unreal Past past participle	had read	would have +	If I <u>hadn't read</u> his journal, I wouldn't have found out about the affair.

SUBJUNCTIVE

ACTIVE	read	<i>I recommend that you <u>read</u> the newspaper daily if you want to improve your English.</i>
PASSIVE	be read	<i>It has been proposed that the essays <u>be read</u> by the committee.</i>

PHRASAL VERBS

read (something) over/through	to read carefully <i>Will you <u>read over</u> the contract again? I think there are several mistakes.</i>
read up on (something)	to learn or study more about a specific topic <i>I'm going to have to <u>read up on</u> animal behavior before I get my dog.</i>

IDIOMS

to read between the lines	to try to get the real meaning of what was said or written <i>He didn't say that he wanted to go out with her, but she could <u>read between the lines</u>.</i>
to read too much into (something)	to have an understanding of an action, behavior, etc., that may not be true <i>You are <u>reading too much into</u> this. I simply did not want to go out tonight.</i>

RELATED WORDS

reading (n.)	when an author chooses selections from his or her poetry or prose to read to an audience
readable (adj.)	easy to read
reader (n.)	a person who reads a written work
well-read (adj.)	a term used to describe people who have read a lot

* Note that the form "will be being read" is rarely used. To convey a future progressive passive, use the present progressive passive.

roll

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to roll
to have rolled
rolled
rolling

PASSIVE
to be rolled
to have been rolled
been rolled
being rolled

ACTIVE

SIMPLE PRESENT

roll
roll
rolls

SIMPLE PAST

rolled
rolled
rolled

SIMPLE FUTURE

will roll
will roll
will roll

PRESENT PROGRESSIVE

am rolling
are rolling
is rolling

PAST PROGRESSIVE

was rolling
were rolling
was rolling

FUTURE PROGRESSIVE

will be rolling
will be rolling
will be rolling

PRESENT PERFECT

have rolled
have rolled
has rolled

PAST PERFECT

had rolled
had rolled
had rolled

FUTURE PERFECT

will have rolled
will have rolled
will have rolled

PRESENT PERFECT PROGRESSIVE

have been rolling
have been rolling
has been rolling

PAST PERFECT PROGRESSIVE

had been rolling
had been rolling
had been rolling

FUTURE PERFECT PROGRESSIVE

will have been rolling
will have been rolling
will have been rolling

EXAMPLES:

The mechanics rolled the car with the flat tire into the garage.

John had just rolled up in front of our house in his brand new Mercedes when I got home.

The dog had been rolling over and doing other tricks since it was a puppy.

PASSIVE

SIMPLE PRESENT

am rolled
are rolled
is rolled

SIMPLE PAST

was rolled
were rolled
was rolled

SIMPLE FUTURE

will be rolled
will be rolled
will be rolled

PRESENT PROGRESSIVE

am being rolled
are being rolled
is being rolled

PAST PROGRESSIVE

was being rolled
were being rolled
was being rolled

FUTURE PROGRESSIVE*

will be being rolled*
will be being rolled*
will be being rolled*

PRESENT PERFECT

have been rolled
have been rolled
has been rolled

PAST PERFECT

had been rolled
had been rolled
had been rolled

FUTURE PERFECT

will have been rolled
will have been rolled
will have been rolled

EXAMPLES:

The cookie dough is rolled out and then cut into shapes with cookie cutters.

The rock in the riverbed was rolled over by the curious child.

PRINCIPAL CONDITIONALS

PRESENT

would roll
would roll
would roll

PRESENT PROGRESSIVE

would be rolling
would be rolling
would be rolling

PRESENT PASSIVE

would be rolled
would be rolled
would be rolled

PAST

would have rolled
would have rolled
would have rolled

PAST PROGRESSIVE

would have been rolling
would have been rolling
would have been rolling

PAST PASSIVE

would have been rolled
would have been rolled
would have been rolled

EXAMPLES:

We would have rolled out the red carpet if we had known you were coming.

I would roll down the window if I could figure out how to do it.

roll

PRINCIPAL PARTS: roll, rolled, rolled

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	roll/rolls	simple present will + base form	<i>If the orders <u>roll</u> in quickly, we need to get started right away.</i> <i>If we <u>roll</u> out of here around 7:00, we'll get there just on time.</i>
Unreal Present/ Future	rolled	would + base form	<i>If she <u>rolled</u> up her sleeves, she wouldn't ruin her new blouse.</i>
Unreal Past	had rolled	would have + past participle	<i>If I <u>had rolled</u> over that account into an IRA, I would have had more money when I retired.</i>

SUBJUNCTIVE

ACTIVE	roll	<i>We ask that the painters <u>roll</u> up all the rugs before laying down the drop cloths.</i>
PASSIVE	be rolled	<i>It is essential that the blueprints <u>be rolled</u> up carefully so that they are not damaged.</i>

PHRASAL VERBS

roll in	to come in in large numbers or quantity <i>Shortly after we launched our Web site, orders for the handmade blankets began to roll in faster than we could make them.</i>
roll out (something)	to lay out straight something that had been rolled up, or to distribute <i>After we polish the floors and let them dry, we have to roll out the Oriental rugs that are in the closet.</i>
roll over (something)	to convert one type of account into another <i>My accountant suggested that I roll over my money market account into an IRA.</i>
roll up (something)	to curl something into a cylinder <i>We roll up the carpet every Saturday night before our dancing lesson.</i>

IDIOMS

to roll with the punches	to go along with whatever is happening without making a fuss <i>Jim is usually stressed out whenever there's a change in the schedule but today he's rolling with the punches.</i>
to roll out the red carpet	to do everything to make someone feel welcome or important <i>They really rolled out the red carpet for us; they even put mints on our pillows!</i>
to be ready to roll	to be prepared to leave (informal) <i>Come and pick us up. We're ready to roll!</i>

RELATED WORDS

roller skates (n.)	shoes with wheels on them
rolling pin (n.)	a kitchen tool used to roll out dough

* Note that the form "will be being rolled" is rarely used. To convey a future progressive passive, use the present progressive passive.

run

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to run
to have run
run
running

PASSIVE
to be run
to have been run
been run
being run

ACTIVE

SIMPLE PRESENT

run
run
runs

SIMPLE PAST

ran
ran
ran

SIMPLE FUTURE

will run
will run
will run

PRESENT PROGRESSIVE

am running
are running
is running

PAST PROGRESSIVE

was running
were running
was running

FUTURE PROGRESSIVE

will be running
will be running
will be running

PRESENT PERFECT

have run
have run
has run

PAST PERFECT

had run
had run
had run

FUTURE PERFECT

will have run
will have run
will have run

PRESENT PERFECT PROGRESSIVE

have been running
have been running
has been running

PAST PERFECT PROGRESSIVE

had been running
had been running
had been running

FUTURE PERFECT PROGRESSIVE

will have been running
will have been running
will have been running

EXAMPLES:

We run in the park three days a week and then go to the gym.

We're running late. Let's get going.

By the time she finishes the marathon, she will have run twenty-six miles.

PASSIVE

SIMPLE PRESENT

am run
are run
is run

SIMPLE PAST

was run
were run
was run

SIMPLE FUTURE

will be run
will be run
will be run

PRESENT PROGRESSIVE

am being run
are being run
is being run

PAST PROGRESSIVE

was being run
were being run
was being run

FUTURE PROGRESSIVE*

will be being run*
will be being run*
will be being run*

PRESENT PERFECT

have been run
have been run
has been run

PAST PERFECT

had been run
had been run
had been run

FUTURE PERFECT

will have been run
will have been run
will have been run

EXAMPLES:

The gunslinger was run out of town.

The program will be run by Sarah Miles.

The retirement home had never been run as well as when Mr. Bendrix took over.

PRINCIPAL CONDITIONALS

PRESENT

would run
would run
would run

PRESENT PROGRESSIVE

would be running
would be running
would be running

PRESENT PASSIVE

would be run
would be run
would be run

PAST

would have run
would have run
would have run

PAST PROGRESSIVE

would have been running
would have been running
would have been running

PAST PASSIVE

would have been run
would have been run
would have been run

EXAMPLES:

I didn't know that you would be running in the marathon.

Henry would have run in the race if he hadn't twisted his ankle.

The contest would be run by last year's winner.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	run/runs	simple present	If the kids <u>run</u> a lot during the day, they are tired in the evenings.
		will + base form	If we <u>run</u> into my cousin, we will ask him if we can stay at his house next weekend.
Unreal Present/ Future	ran	would + base form	If we <u>ran</u> a tighter ship, we wouldn't be losing so much money.
Unreal Past	had run	would have + past participle	If John Greene <u>had run</u> for office, he would have won.

SUBJUNCTIVE

ACTIVE	run	<i>It is important that the film <u>run</u> on schedule.</i>
PASSIVE	be run	<i>I suggest that all plans <u>be run</u> by me first.</i>

PHRASAL VERBS

run away	to escape, or leave at a fast pace <i>I was talking to the little girl about her dog, but she suddenly ran away.</i>
run for	to try to get into public office through an election process <i>Yuri decided to run for mayor, even though his wife didn't want him to get into politics.</i>
run into	to meet somebody by chance <i>We ran into Heather last night at the movie theater.</i>
run out of	to reach the end of a supply of something <i>Last week on the way to visit my cousin in Champaign, my car ran out of gas.</i>
run up against	to meet with resistance <i>While trying to get approval for the new park, the committee ran up against the disapproval of the mayor.</i>

IDIOMS

to run for cover	to try to hide when something dangerous is approaching <i>The soldiers heard the incoming shells and ran for cover.</i>
to (make a) run for it	to try to escape something by running quickly <i>It's raining, but if we make a run for it, we might not get too wet.</i>
to run something by someone	to present an idea, opinion, etc., to someone <i>I have some thoughts about the advertising campaign and I'd like to run them by you.</i>
to run something into the ground	to destroy something through incompetence <i>John's inability to see the bigger picture was fatal for the company. He eventually ran the business into the ground.</i>

RELATED WORDS

runaway (n.)	a child who has escaped from home
run-down (adj.)	old and dilapidated, in bad condition, especially a building or area
runaround (n.)	evasive behavior (to give someone the runaround)

* Note that the form "will be being run" is rarely used. To convey a future progressive passive, use the present progressive passive.

say

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to say
to have said
said
saying

PASSIVE
to be said
to have been said
been said
being said

ACTIVE

SIMPLE PRESENT

say
say
says

SIMPLE PAST

said
said
said

SIMPLE FUTURE

will say
will say
will say

PRESENT PROGRESSIVE

am saying
are saying
is saying

PAST PROGRESSIVE

was saying
were saying
was saying

FUTURE PROGRESSIVE

will be saying
will be saying
will be saying

PRESENT PERFECT

have said
have said
has said

PAST PERFECT

had said
had said
had said

FUTURE PERFECT

will have said
will have said
will have said

PRESENT PERFECT PROGRESSIVE

have been saying
have been saying
has been saying

PAST PERFECT PROGRESSIVE

had been saying
had been saying
had been saying

FUTURE PERFECT PROGRESSIVE

will have been saying
will have been saying
will have been saying

EXAMPLES:

She said that we should go in through the back door.

What were you saying?

Have you said everything you need to say?

PASSIVE

SIMPLE PRESENT

am said
are said
is said

SIMPLE PAST

was said
were said
was said

SIMPLE FUTURE

will be said
will be said
will be said

PRESENT PROGRESSIVE

am being said
are being said
is being said

PAST PROGRESSIVE

was being said
were being said
was being said

FUTURE PROGRESSIVE*

will be being said*
will be being said*
will be being said*

PRESENT PERFECT

have been said
have been said
has been said

PAST PERFECT

had been said
had been said
had been said

FUTURE PERFECT

will have been said
will have been said
will have been said

EXAMPLES:

I don't know what you're talking about. Nothing was said in the last meeting concerning this issue.

Things had been said by both parties that later caused regret.

PRINCIPAL CONDITIONALS

PRESENT

would say
would say
would say

PRESENT PROGRESSIVE

would be saying
would be saying
would be saying

PRESENT PASSIVE

would be said
would be said
would be said

PAST

would have said
would have said
would have said

PAST PROGRESSIVE

would have been saying
would have been saying
would have been saying

PAST PASSIVE

would have been said
would have been said
would have been said

EXAMPLES:

We would have said something sooner, but we thought you really liked him.

Who knew what would be said?

say

PRINCIPAL PARTS: say, said, said

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	say/says	simple present	<i>If she <u>says</u> that she's fine, then I believe her.</i>
		will + base form	<i>If we <u>say</u> we'll be there, then we'll be there.</i>
Unreal Present/ Future	said	would + base form	<i>If they <u>said</u> anything that made any sense, then we would listen to them.</i>
Unreal Past	had said	would have + past participle	<i>If I <u>had said</u> that she has bad taste in music, she <u>wouldn't</u> have been my friend anymore.</i>

SUBJUNCTIVE

ACTIVE	say	<i>It is important that you <u>say</u> exactly what you think.</i>
PASSIVE	be said	<i>It is essential that all of this <u>be said</u> at the meeting.</i>

PHRASAL VERBS

say for	to speak in favor of something <i>There's a lot to be said for speaking your mind when everyone else disagrees with you.</i>
say against	to speak in opposition of something <i>There's a lot to be said against his environmental policy.</i>

IDIOMS

to say the right thing	to say something that induces a favorable reaction <i>Linda always says the right thing and somehow we get bumped up to first class.</i>
to say when	to indicate that you've had enough <i>How much coffee do you want? Just say when.</i>
to say what's on your mind	to tell someone about something that has been bothering you <i>I know something's up. Why don't you say what's on your mind?</i>

RELATED WORDS

saying (n.)	• an expression that has a special meaning
well-said (adj.)	stated in an articulate way

* Note that the form "will be being said" is rarely used. To convey a future progressive passive, use the present progressive passive.

see

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to see
to have seen
seen
seeing

PASSIVE
to be seen
to have been seen
been seen
being seen

ACTIVE

SIMPLE PRESENT

see
see
sees

SIMPLE PAST

saw
saw
saw

SIMPLE FUTURE

will see
will see
will see

PRESENT PROGRESSIVE

am seeing
are seeing
is seeing

PAST PROGRESSIVE

was seeing
were seeing
was seeing

FUTURE PROGRESSIVE

will be seeing
will be seeing
will be seeing

PRESENT PERFECT

have seen
have seen
has seen

PAST PERFECT

had seen
had seen
had seen

FUTURE PERFECT

will have seen
will have seen
will have seen

PRESENT PERFECT PROGRESSIVE

have been seeing
have been seeing
has been seeing

PAST PERFECT PROGRESSIVE

had been seeing
had been seeing
had been seeing

FUTURE PERFECT PROGRESSIVE

will have been seeing
will have been seeing
will have been seeing

EXAMPLES:

We see each other every day because we leave for work at the same time every morning.

I saw a great film last weekend, but I haven't seen the one you're talking about.

By this time next month, Sally and Rick will have been seeing each other for two years.

PASSIVE

SIMPLE PRESENT

am seen
are seen
is seen

SIMPLE PAST

was seen
were seen
was seen

SIMPLE FUTURE

will be seen
will be seen
will be seen

PRESENT PROGRESSIVE

am being seen
are being seen
is being seen

PAST PROGRESSIVE

was being seen
were being seen
was being seen

FUTURE PROGRESSIVE*

will be being seen*
will be being seen*
will be being seen*

PRESENT PERFECT

have been seen
have been seen
has been seen

PAST PERFECT

had been seen
had been seen
had been seen

FUTURE PERFECT

will have been seen
will have been seen
will have been seen

EXAMPLES:

Such violent storms are not usually seen at this time of the year!

The debate was seen by everyone, and it made a big difference in the election.

Has this report been seen by the manager yet?

PRINCIPAL CONDITIONALS

PRESENT

would see
would see
would see

PRESENT PROGRESSIVE

would be seeing
would be seeing
would be seeing

PRESENT PASSIVE

would be seen
would be seen
would be seen

PAST

would have seen
would have seen
would have seen

PAST PROGRESSIVE

would have been seeing
would have been seeing
would have been seeing

PAST PASSIVE

would have been seen
would have been seen
would have been seen

EXAMPLES:

We would have been seeing a film right now if you hadn't missed that train!

Sam would be seen as a real jerk if he doesn't apologize to everyone.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	see/sees	simple present will + base form	<i>If I <u>see</u> clouds in the morning, then I take an umbrella with me.</i> <i>If she <u>sees</u> her neighbor on the elevator, then she'll say hello to him.</i>
Unreal Present/ Future	saw	would + base form	<i>If we <u>saw</u> them more often, we'd know more about their lives.</i>
Unreal Past	had seen	would have + past participle	<i>If I <u>had seen</u> the play, I would have told you whether it was good or not.</i>

SUBJUNCTIVE

ACTIVE	see	<i>It is important that the director <u>see</u> the report right away.</i>
PASSIVE	be seen	<i>It is essential that we <u>be seen</u> before five p.m.</i>

PHRASAL VERBS

see to (someone or something)	to manage, to handle, or to take responsibility for something. <i>Please <u>see to</u> the reports. / Could you <u>see to</u> the children and make sure they're okay?</i>
see (someone) in/into	to lead someone into a room <i>Ms. Richard's assistant <u>saw</u> the new clients into the conference room.</i>
see (something) through	to finish or complete <i>Gary always <u>starts</u> projects, but he never <u>sees</u> anything through.</i>
see (someone) off	to help someone leave, to be with a person when he or she leaves <i>Mr. and Ms. Park just <u>saw</u> their oldest son off to college.</i>
see after (someone)	to take care of someone <i><u>See after</u> your grandmother while she's staying with us.</i>
see about (something)	to ask about something, to inquire <i>I went to the store to <u>see about</u> a new laptop, but they were all too expensive.</i>

IDIOMS

to see red	to be very angry <i>Karen <u>saw red</u> when she heard what Joe had done.</i>
to see someone	to date, to be in a relationship <i>How long have John and Susan been <u>seeing</u> each other?</i>
to not be able to see the forest for the trees	to become overly involved in details <i>Oliver can't <u>see the forest for the trees</u>; he spends too much time on the wording and not enough time on the theme of his essay.</i>
to see the big picture	to understand the most important issues of a problem <i>Henry is good at the details of his job, but he doesn't <u>see the big picture</u>.</i>
to see double	to be confused, especially from having too much alcohol <i>Kevin was <u>seeing double</u> after the party, so we took his keys and called him a cab.</i>

RELATED WORDS

Seeing Eye dog (n.)	a dog that is specially trained to help blind people; trademark of Seeing Eye, Inc.
seer (n.)	a person with mystical powers who can see the future; a clairvoyant
seesaw (n.)	a plank that children sit on across from one another and balance, going up and down

* Note that the form "will be being seen" is rarely used. To convey a future progressive passive, use the present progressive passive.

sell

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to sell
to have sold
sold
selling

PASSIVE
to be sold
to have been sold
been sold
being sold

ACTIVE

SIMPLE PRESENT

sell
sell
sells

SIMPLE PAST

sold
sold
sold

SIMPLE FUTURE

will sell
will sell
will sell

PRESENT PROGRESSIVE

am selling
are selling
is selling

PAST PROGRESSIVE

was selling
were selling
was selling

FUTURE PROGRESSIVE

will be selling
will be selling
will be selling

PRESENT PERFECT

have sold
have sold
has sold

PAST PERFECT

had sold
had sold
had sold

FUTURE PERFECT

will have sold
will have sold
will have sold

PRESENT PERFECT PROGRESSIVE

have been selling
have been selling
has been selling

PAST PERFECT PROGRESSIVE

had been selling
had been selling
had been selling

FUTURE PERFECT PROGRESSIVE

will have been selling
will have been selling
will have been selling

EXAMPLES:

Her first book was selling surprisingly well.

The company's products had sold poorly before their redesign.

She sold me on the idea of buying a new car.

PASSIVE

SIMPLE PRESENT

am sold
are sold
is sold

SIMPLE PAST

was sold
were sold
was sold

SIMPLE FUTURE

will be sold
will be sold
will be sold

PRESENT PROGRESSIVE

am being sold
are being sold
is being sold

PAST PROGRESSIVE

was being sold
were being sold
was being sold

FUTURE PROGRESSIVE*

will be being sold*
will be being sold*
will be being sold*

PRESENT PERFECT

have been sold
have been sold
has been sold

PAST PERFECT

had been sold
had been sold
had been sold

FUTURE PERFECT

will have been sold
will have been sold
will have been sold

EXAMPLES:

The family was sold on the idea of living on the third floor of our new building.

You can buy our product wherever magazines and newspapers are sold.

Unfortunately, the desk has already been sold.

PRINCIPAL CONDITIONALS

PRESENT

would sell
would sell
would sell

PRESENT PROGRESSIVE

would be selling
would be selling
would be selling

PRESENT PASSIVE

would be sold
would be sold
would be sold

PAST

would have sold
would have sold
would have sold

PAST PROGRESSIVE

would have been selling
would have been selling
would have been selling

PAST PASSIVE

would have been sold
would have been sold
would have been sold

EXAMPLES:

The books would be selling better if you did a book tour.

Our house would have sold already if we had lowered the price.

I
you/we/they
he/she/it

sell

PRINCIPAL PARTS: sell, sold, sold

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	sell/sells	simple present	<i>If my boss <u>sells</u> a lot in any certain month, he gives us a bonus.</i>
		will + base form	<i>If she <u>sells</u> her house, we'll have new neighbors.</i>
Unreal Present/ Future	sold	would + base form	<i>If we <u>sold</u> them on the idea, we'd have enough money to start our company.</i>
Unreal Past	had sold	would have + past participle	<i>If Sbeila <u>had sold</u> out, she might have been more successful in the short term, but her work wouldn't have been as well received.</i>

SUBJUNCTIVE

ACTIVE	sell	<i>We suggest you <u>sell</u> your car and buy a smaller one.</i>
PASSIVE	be sold	<i>It is essential that the house <u>be sold</u> before winter.</i>

PHRASAL VERBS

sell off	to try to get rid of something, usually by selling it cheaply <i>We lowered the prices in hopes of selling off the rest of our inventory quickly.</i>
sell out (of) (something)	to exhaust a supply of a saleable item <i>The store sold out of the popular book almost as soon as it arrived.</i>
sell out	to let your values or beliefs take second place to making money <i>I couldn't believe the kind of music my favorite musician is making. She's really sold out.</i>

IDIOMS

to sell (someone) on (something)	to convince someone of something <i>After I talked to the car salesperson for an hour, I was sold on buying the convertible.</i>
to sell like hotcakes	to sell very quickly <i>I was afraid that my idea wouldn't be successful, but my T-shirts began to sell like hotcakes.</i>
to undersell	to offer a service or product at a lower price than someone else is offering <i>Our prices are so low, we won't be undersold.</i>

RELATED WORDS

sold out (adj.)	when a performance or any show that requires the purchase of tickets no longer has tickets available
best-seller (n.)	an item that sells extremely well
salesperson (n.)	a person whose profession is selling things to others

* Note that the form "will be being sold" is rarely used. To convey a future progressive passive, use the present progressive passive.

send

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to send
to have sent
sent
sending

PASSIVE
to be sent
to have been sent
been sent
being sent

ACTIVE

SIMPLE PRESENT

send
send
sends

SIMPLE PAST

sent
sent
sent

SIMPLE FUTURE

will send
will send
will send

PRESENT PROGRESSIVE

am sending
are sending
is sending

PAST PROGRESSIVE

was sending
were sending
was sending

FUTURE PROGRESSIVE

will be sending
will be sending
will be sending

PRESENT PERFECT

have sent
have sent
has sent

PAST PERFECT

had sent
had sent
had sent

FUTURE PERFECT

will have sent
will have sent
will have sent

PRESENT PERFECT PROGRESSIVE

have been sending
have been sending
has been sending

PAST PERFECT PROGRESSIVE

had been sending
had been sending
had been sending

FUTURE PERFECT PROGRESSIVE

will have been sending
will have been sending
will have been sending

EXAMPLES:

I will send you out of the room if you can't behave.

My grandparents are sending me some money for my birthday.

Have you sent the packages yet?

PASSIVE

SIMPLE PRESENT

am sent
are sent
is sent

SIMPLE PAST

was sent
were sent
was sent

SIMPLE FUTURE

will be sent
will be sent
will be sent

PRESENT PROGRESSIVE

am being sent
are being sent
is being sent

PAST PROGRESSIVE

was being sent
were being sent
was being sent

FUTURE PROGRESSIVE*

will be being sent*
will be being sent*
will be being sent*

PRESENT PERFECT

have been sent
have been sent
has been sent

PAST PERFECT

had been sent
had been sent
had been sent

FUTURE PERFECT

will have been sent
will have been sent
will have been sent

EXAMPLES:

A specialist was sent for when the doctor couldn't diagnose the patient's illness.

Your package will be sent by first-class mail and should arrive on Tuesday.

Letters had been sent home with all of the students informing the parents about the open house.

PRINCIPAL CONDITIONALS

PRESENT

would send
would send
would send

PRESENT PROGRESSIVE

would be sending
would be sending
would be sending

PRESENT PASSIVE

would be sent
would be sent
would be sent

PAST

would have sent
would have sent
would have sent

PAST PROGRESSIVE

would have been sending
would have been sending
would have been sending

PAST PASSIVE

would have been sent
would have been sent
would have been sent

EXAMPLES:

The teacher would have sent him home earlier if she had known he wasn't feeling well.

I would be sending you more clients if you agreed to take on more cases.

send

PRINCIPAL PARTS: send, sent, sent

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	send/sends	simple present	If you <u>send</u> a letter on Monday, it arrives here on Wednesday.
		will + base form	If she <u>sends</u> me an e-mail, I'll forward it to you.
Unreal Present/ Future	sent	would + base form	If we <u>sent</u> for the doctor immediately, she would have a better chance of survival.
Unreal Past	had sent	would have + past participle	If Mike <u>had sent</u> word sooner, we would have advised you of the changes.

SUBJUNCTIVE

ACTIVE	send	<i>They asked that we <u>send</u> the drafts out before the close of business today.</i>
PASSIVE	be sent	<i>I suggest that any correspondence <u>be sent</u> by overnight mail.</i>

PHRASAL VERBS

send back	to return <i>I sent him several letters but they were all sent back.</i>
send in	to have something delivered to a place where it can be taken care of <i>I sent in an entry for the raffle. Hopefully, I'll win something.</i>
send out	to distribute, often to many different destinations <i>We sent out invitations to our going-away party.</i>
send up	to make the value of something increase <i>The new park sent up the housing prices in the area.</i>

IDIOMS

to send someone packing	to make someone leave because he or she is no longer wanted <i>She sent her husband packing when she found out he had been unfaithful.</i>
to send chills/shivers up and down someone's spine	to cause an emotional reaction, such as fear or excitement <i>The idea that several people were killed in this room sent shivers up and down my spine.</i>
to send word	to let someone know something by sending him or her a written or oral message <i>When you want me to come and help you, just send word.</i>

RELATED WORDS

sender (n.)	the person who has mailed a package or letter
send-off (n.)	the time in which you say good-bye to a person who is leaving
send-up (n.)	a parody or spoof

* Note that the form "will be being sent" is rarely used. To convey a future progressive passive, use the present progressive passive.

set

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to set
to have set
set
setting

PASSIVE
to be set
to have been set
been set
being set

ACTIVE

SIMPLE PRESENT

set
set
sets

SIMPLE PAST

set
set
set

SIMPLE FUTURE

will set
will set
will set

PRESENT PROGRESSIVE

am setting
are setting
is setting

PAST PROGRESSIVE

was setting
were setting
was setting

FUTURE PROGRESSIVE

will be setting
will be setting
will be setting

PRESENT PERFECT

have set
have set
has set

PAST PERFECT

had set
had set
had set

FUTURE PERFECT

will have set
will have set
will have set

PRESENT PERFECT PROGRESSIVE

have been setting
have been setting
has been setting

PAST PERFECT PROGRESSIVE

had been setting
had been setting
had been setting

FUTURE PERFECT PROGRESSIVE

will have been setting
will have been setting
will have been setting

EXAMPLES:

I don't know what set him off, but he's very angry.

We were still setting up the buffet table when the guests began to arrive.

She didn't like how I had set up the furniture.

PASSIVE

SIMPLE PRESENT

am set
are set
is set

SIMPLE PAST

was set
were set
was set

SIMPLE FUTURE

will be set
will be set
will be set

PRESENT PROGRESSIVE

am being set
are being set
is being set

PAST PROGRESSIVE

was being set
were being set
was being set

FUTURE PROGRESSIVE*

will be being set*
will be being set*
will be being set*

PRESENT PERFECT

have been set
have been set
has been set

PAST PERFECT

had been set
had been set
had been set

FUTURE PERFECT

will have been set
will have been set
will have been set

EXAMPLES:

The alarm clock is set for 5:30.

The chairs were being set up for the reception.

The table will have been set by the time dinner is ready.

PRINCIPAL CONDITIONALS

PRESENT

would set
would set
would set

PRESENT PROGRESSIVE

would be setting
would be setting
would be setting

PRESENT PASSIVE

would be set
would be set
would be set

PAST

would have set
would have set
would have set

PAST PROGRESSIVE

would have been setting
would have been setting
would have been setting

PAST PASSIVE

would have been set
would have been set
would have been set

EXAMPLES:

We would have set the table for more people if we had known they were going to come.

I didn't think the plans would be set so soon.

set

PRINCIPAL PARTS: set, set, set

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	set/sets	simple present	If he <u>sets</u> up before lunch, he usually joins us at the Mexican restaurant.
		will + base form	If we <u>set</u> out the sheets, they'll make their own beds.
Unreal Present/ Future	set	would + base form	If Harry <u>set</u> out to accomplish more, we'd be able to get a better house.
Unreal Past	had set	would have + past participle	If I <u>had set</u> you up with Mike, you wouldn't have liked him.

SUBJUNCTIVE

ACTIVE	set	<i>We ask that you <u>set</u> the tables before the caterers arrive.</i>
PASSIVE	be set	<i>I suggest that the new book display <u>be set</u> up in that corner.</i>

PHRASAL VERBS

set back	to keep something from moving forward <i>We were <u>set back</u> time and time again by the lack of funding.</i>
set (something) down	to place an object on a surface <i>Set the food down and help me get the grill ready.</i>
set (someone) off	to make angry or agitated <i>The unkind way he spoke to me really <u>set me off</u>.</i>
set out	to begin a trip <i>The girls <u>set out</u> on their camping trip early yesterday morning.</i>
set up	to begin a new business, group, etc., or to prepare the equipment before a show, performance, party, etc. <i>Many immigrants have <u>set up</u> businesses in this neighborhood. / Can you help me <u>set up</u> the stage for act one?</i>

IDIOMS

to set out to do something	to have a very focused plan of what you want to accomplish <i>He <u>set out to become</u> a partner in the law firm and <u>accomplished</u> his goal by age forty.</i>
to set your heart on something	to have a strong desire to get or do something, so much so that you will be disappointed if your wishes don't come true <i>The kids have <u>set their hearts on</u> going to Natalie's party today. Can't you take the day off and bring them?</i>
to set up shop	to begin operating <i>Why don't you <u>set up shop</u> right here?</i>
to set someone straight	to correct someone or tell him or her how to act in a more acceptable manner <i>He doesn't know how to treat his mother. Someone needs to <u>set him straight</u>.</i>
to set someone on edge	to make someone nervous or agitated <i>How long are the kids going to practice? Their music is really <u>setting me on edge</u>.</i>

RELATED WORDS

setback (n.)	a delay in progress
--------------	---------------------

* Note that the form "will be being set" is rarely used. To convey a future progressive passive, use the present progressive passive.

shake

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to shake
to have shaken
shaken
shaking

PASSIVE
to be shaken
to have been shaken
been shaken
being shaken

ACTIVE

SIMPLE PRESENT

shake
shake
shakes

SIMPLE PAST

shook
shook
shook

SIMPLE FUTURE

will shake
will shake
will shake

PRESENT PROGRESSIVE

am shaking
are shaking
is shaking

PAST PROGRESSIVE

was shaking
were shaking
was shaking

FUTURE PROGRESSIVE

will be shaking
will be shaking
will be shaking

PRESENT PERFECT

have shaken
have shaken
has shaken

PAST PERFECT

had shaken
had shaken
had shaken

FUTURE PERFECT

will have shaken
will have shaken
will have shaken

PRESENT PERFECT PROGRESSIVE

have been shaking
have been shaking
has been shaking

PAST PERFECT PROGRESSIVE

had been shaking
had been shaking
had been shaking

FUTURE PERFECT PROGRESSIVE

will have been shaking
will have been shaking
will have been shaking

EXAMPLES:

In America, people usually shake hands upon meeting for the first time.

The house shook with each crash of thunder.

We had shaken on it, but we hadn't signed anything.

PASSIVE

SIMPLE PRESENT

am shaken
are shaken
is shaken

SIMPLE PAST

was shaken
were shaken
was shaken

SIMPLE FUTURE

will be shaken
will be shaken
will be shaken

PRESENT PROGRESSIVE

am being shaken
are being shaken
is being shaken

PAST PROGRESSIVE

was being shaken
were being shaken
was being shaken

FUTURE PROGRESSIVE*

will be being shaken*
will be being shaken*
will be being shaken*

PRESENT PERFECT

have been shaken
have been shaken
has been shaken

PAST PERFECT

had been shaken
had been shaken
had been shaken

FUTURE PERFECT

will have been shaken
will have been shaken
will have been shaken

EXAMPLES:

The paint was shaken by a machine after we bought it.

No one was hurt in the accident, but everyone was a bit shaken by the ordeal.

PRINCIPAL CONDITIONALS

PRESENT

would shake
would shake
would shake

PRESENT PROGRESSIVE

would be shaking
would be shaking
would be shaking

PRESENT PASSIVE

would be shaken
would be shaken
would be shaken

PAST

would have shaken
would have shaken
would have shaken

PAST PROGRESSIVE

would have been shaking
would have been shaking
would have been shaking

PAST PASSIVE

would have been shaken
would have been shaken
would have been shaken

EXAMPLES:

I would shake your hand but I've been cooking and I'm covered with grease.

Sally would have been shaken up more if her mother hadn't called her right away to talk to her.

shake

PRINCIPAL PARTS: shake, shook, shaken

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	shake/shakes	simple present will + base form	If I <u>shake</u> your hand, it doesn't guarantee anything. If he <u>shakes</u> the juice before we open it, it will taste better.
Unreal Present/ Future	shook	would + base form	If we <u>shook</u> them up a little bit, they would come around.
Unreal Past	had shaken	would have + past participle	If I <u>had shaken</u> out the carpet last week, it wouldn't have been so dirty for our visitors.

SUBJUNCTIVE

ACTIVE	shake	<i>I suggest that you <u>shake</u> on the deal to make it more formal.</i>
PASSIVE	be shaken	<i>It is essential that the paint <u>be shaken</u> thoroughly before the can is opened.</i>

PHRASAL VERBS

shake someone down	to get money from someone in a corrupt way <i>The gang began <u>shaking down</u> all the businesses in the neighborhood.</i>
shake on (something)	to make an informal agreement <i>My client promised to pay me the money, but unfortunately we only <u>shook on</u> it. There was no written proof.</i>
shake out (something)	to move something up and down through the air to remove something from it <i>We need to <u>shake out</u> these rugs. They're getting really dirty.</i>
shake (someone) up	to disturb or upset someone <i>The car accident really <u>shook</u> her up.</i>

IDIOMS

to shake a leg	to hurry <i>Come on! <u>Shake a leg</u>! We need to be there in ten minutes.</i>
to shake like a leaf	to tremble because you are afraid of something <i>The girl was <u>shaking like a leaf</u> when the police found her after she had been separated from her parents.</i>
to shake something to its foundations	to make major changes in something that alter it completely <i>The structure of the corporation was <u>shaken</u> to its foundations when the CEO and all of his advisors stepped down amid scandal.</i>

RELATED WORDS

shaken (adj.)	agitated
shake-up (n.)	a reorganization
shaky (adj.)	unsure or unsteady

* Note that the form "will be being shaken" is rarely used. To convey a future progressive passive, use the present progressive passive.

shoot

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to shoot
to have shot
shot
shooting

PASSIVE
to be shot
to have been shot
been shot
being shot

ACTIVE

SIMPLE PRESENT

shoot
shoot
shoots

SIMPLE PAST

shot
shot
shot

SIMPLE FUTURE

will shoot
will shoot
will shoot

PRESENT PROGRESSIVE

am shooting
are shooting
is shooting

PAST PROGRESSIVE

was shooting
were shooting
was shooting

FUTURE PROGRESSIVE

will be shooting
will be shooting
will be shooting

PRESENT PERFECT

have shot
have shot
has shot

PAST PERFECT

had shot
had shot
had shot

FUTURE PERFECT

will have shot
will have shot
will have shot

PRESENT PERFECT PROGRESSIVE

have been shooting
have been shooting
has been shooting

PAST PERFECT PROGRESSIVE

had been shooting
had been shooting
had been shooting

FUTURE PERFECT PROGRESSIVE

will have been shooting
will have been shooting
will have been shooting

EXAMPLES:

If he shoots, hit the deck!

Billy has shot up at least three inches in the past two months.

The kids were shooting at the targets in the amusement park.

PASSIVE

SIMPLE PRESENT

am shot
are shot
is shot

SIMPLE PAST

was shot
were shot
was shot

SIMPLE FUTURE

will be shot
will be shot
will be shot

PRESENT PROGRESSIVE

am being shot
are being shot
is being shot

PAST PROGRESSIVE

was being shot
were being shot
was being shot

FUTURE PROGRESSIVE*

will be being shot*
will be being shot*
will be being shot*

PRESENT PERFECT

have been shot
have been shot
has been shot

PAST PERFECT

had been shot
had been shot
had been shot

FUTURE PERFECT

will have been shot
will have been shot
will have been shot

EXAMPLES:

The man was shot in the shoulder and the abdomen.

They looked at the gun and tried to figure out how many bullets had been shot.

PRINCIPAL CONDITIONALS

PRESENT

would shoot
would shoot
would shoot

PRESENT PROGRESSIVE

would be shooting
would be shooting
would be shooting

PRESENT PASSIVE

would be shot
would be shot
would be shot

PAST

would have shot
would have shot
would have shot

PAST PROGRESSIVE

would have been shooting
would have been shooting
would have been shooting

PAST PASSIVE

would have been shot
would have been shot
would have been shot

EXAMPLES:

We would shoot the scene later at night if we had the right lighting.

The soldier would have been shot if the general hadn't made him fall to the ground.

shoot

PRINCIPAL PARTS: shoot, shot, shot

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	shoot/shoots	simple present	If I <u>shoot</u> down his ideas, he gets angry.
		will + base form	If she <u>shoots</u> off her mouth again, I won't talk to her.
Unreal Present/ Future	shot	would + base form	If we <u>shot</u> the breeze with them every once in a while, they would be more friendly.
Unreal Past	had shot	would have + past participle	If she <u>had shot</u> the man, he would have died.

SUBJUNCTIVE

ACTIVE	shoot	We ask that the director <u>shoot</u> from this angle.
PASSIVE	be shot	He recommended that the scene <u>be shot</u> outside instead of in the studio.

PHRASAL VERBS

shoot (something) down	to dismiss an idea as not valid <i>I gave them several suggestions about places to eat but they were all <u>shot down</u>.</i>
shoot for (something)	to try to reach something that may be hard to obtain <i>He's <u>shooting for</u> Harvard or Yale, but I don't think either is realistic.</i>
shoot up	to grow quickly <i>Hal <u>shot up</u> to six feet in a matter of months.</i>

IDIOMS

to shoot your mouth off	to talk, usually to a lot of people, without thinking <i>I didn't tell Al I had been fired because I knew he would <u>shoot his mouth off</u>, and I didn't want the whole neighborhood to know.</i>
to shoot from the hip	to say something without thinking <i>I might be <u>shooting from the hip</u> here, but I think that dress is horrid.</i>
to shoot something full of holes	to show that an idea or theory has no validity <i>We thought the animal getting into our attic was a neighbor's cat. That theory was <u>shot full of holes</u> when I opened the attic door and a squirrel jumped out at me.</i>
to shoot the breeze	to talk about nothing specific <i>On summer nights, you can find the neighbors gathered on one porch <u>shooting the breeze</u>.</i>
to take a shot at something/ to give something a shot	to try something <i>I've never tried playing bridge before, but I'll take a <u>shot</u> at it.</i>

RELATED WORDS

big shot (n.)	a person who thinks of himself as very important, or someone who is very important
shoot-out (n.)	a gunfight
shooting gallery (n.)	a place in an amusement park where people shoot at targets in order to win prizes

* Note that the form "will be being shot" is rarely used. To convey a future progressive passive, use the present progressive passive.

show

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to show
to have showed
showed
showing

PASSIVE
to be shown
to have been shown
been shown
being shown

ACTIVE

SIMPLE PRESENT

show
show
shows

SIMPLE PAST

showed
showed
showed

SIMPLE FUTURE

will show
will show
will show

PRESENT PROGRESSIVE

am showing
are showing
is showing

PAST PROGRESSIVE

was showing
were showing
was showing

FUTURE PROGRESSIVE

will be showing
will be showing
will be showing

PRESENT PERFECT

have shown
have shown
has shown

PAST PERFECT

had shown
had shown
had shown

FUTURE PERFECT

will have shown
will have shown
will have shown

PRESENT PERFECT PROGRESSIVE

have been showing
have been showing
has been showing

PAST PERFECT PROGRESSIVE

had been showing
had been showing
had been showing

FUTURE PERFECT PROGRESSIVE

will have been showing
will have been showing
will have been showing

EXAMPLES:

She's showing her paintings at the gallery on Broadway and Prince.

The chef showed me how to prepare the soufflé.

Come back at 8:00. We will have shown the first movie and you can stay for the second.

PASSIVE

SIMPLE PRESENT

am shown
are shown
is shown

SIMPLE PAST

was shown
were shown
was shown

SIMPLE FUTURE

will be shown
will be shown
will be shown

PRESENT PROGRESSIVE

am being shown
are being shown
is being shown

PAST PROGRESSIVE

was being shown
were being shown
was being shown

FUTURE PROGRESSIVE*

will be being shown*
will be being shown*
will be being shown*

PRESENT PERFECT

have been shown
have been shown
has been shown

PAST PERFECT

had been shown
had been shown
had been shown

FUTURE PERFECT

will have been shown
will have been shown
will have been shown

EXAMPLES:

The painting had been shown for several weeks before it was purchased.

The movie was being shown at several theaters.

The guests will be shown a short film that explains the goal of our fund-raiser.

PRINCIPAL CONDITIONALS

PRESENT

would show
would show
would show

PRESENT PROGRESSIVE

would be showing
would be showing
would be showing

PRESENT PASSIVE

would be shown
would be shown
would be shown

PAST

would have shown
would have shown
would have shown

PAST PROGRESSIVE

would have been showing
would have been showing
would have been showing

PAST PASSIVE

would have been shown
would have been shown
would have been shown

EXAMPLES:

I'm sure she would show you the apartment if you wanted to see it.

She would be showing if she were five months pregnant.

show

PRINCIPAL PARTS: show, showed, shown

Important Forms in Use

IF/THEN CONDITIONALS

	IF...	... THEN	EXAMPLE
Real Present/ Future	show/shows	simple present	<i>If the artwork <u>shows</u> in our gallery, the artist gets good coverage.</i>
		will + base form	<i>If we <u>show</u> them the house, they will want to stay.</i>
Unreal Present/ Future	showed	would + base form	<i>If he <u>showed</u> more of his writing to us, we would be more willing to back him.</i>
Unreal Past	had shown	would have + past participle	<i>If the guests <u>had shown</u> up on time, we wouldn't have been ready for them.</i>

SUBJUNCTIVE

ACTIVE	show	<i>They are insisting that we <u>show</u> them the contents of our luggage.</i>
PASSIVE	be shown	<i>It is required that ID <u>be shown</u> upon entering the building.</i>

PHRASAL VERBS

show off	to flaunt something or brag about it <i>Frank bought a new Ferrari and he <u>showed</u> it off to all his neighbors.</i>
show up	to appear, especially when others are expecting you <i>We had just started to eat when the last guest <u>showed</u> up.</i>

IDIOMS

to show (someone) a good time	to take someone out and make sure he or she has fun <i>My cousin is coming to visit and we're going to <u>show</u> him a good time.</i>
to show (someone) the door	to make clear that it is time for someone to leave <i>When the business deal didn't work out, my partner <u>showed</u> him the door.</i>
to show (someone) who's boss	to assert your authority <i>He <u>thinks</u> he can take over this project, but I'll <u>show</u> him who's boss.</i>
to show your true colors	to do something, usually negative, that allows others to see who you really are <i>When he refused to take me to the hospital he <u>showed</u> his true colors.</i>

RELATED WORDS

show-and-tell (n.)	an opportunity for children to bring an item to class and explain its significance
showdown (n.)	a confrontation that results from a long-running dispute
show-off (n.)	a person who hopes to impress others by emphasizing his or her skills, talents, or possessions
show of hands (n.)	a decision made by asking a group of people to vote by raising their hands
showstopper (n.)	a very impressive performance

* Note that the form "will be being shown" is rarely used. To convey a future progressive passive, use the present progressive passive.

shut

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to shut
to have shut
shut
shutting

PASSIVE
to be shut
to have been shut
been shut
being shut

ACTIVE

SIMPLE PRESENT

shut
shut
shuts

SIMPLE PAST

shut
shut
shut

SIMPLE FUTURE

will shut
will shut
will shut

PRESENT PROGRESSIVE

am shutting
are shutting
is shutting

PAST PROGRESSIVE

was shutting
were shutting
was shutting

FUTURE PROGRESSIVE

will be shutting
will be shutting
will be shutting

PRESENT PERFECT

have shut
have shut
has shut

PAST PERFECT

had shut
had shut
had shut

FUTURE PERFECT

will have shut
will have shut
will have shut

PRESENT PERFECT PROGRESSIVE

have been shutting
have been shutting
has been shutting

PAST PERFECT PROGRESSIVE

had been shutting
had been shutting
had been shutting

FUTURE PERFECT PROGRESSIVE

will have been shutting
will have been shutting
will have been shutting

EXAMPLES:

Please shut the door on your way out.

The diner next door is shutting its doors for the last time tomorrow.

Have you shut the trunk? I need to get out the rest of the groceries.

PASSIVE

SIMPLE PRESENT

am shut
are shut
is shut

SIMPLE PAST

was shut
were shut
was shut

SIMPLE FUTURE

will be shut
will be shut
will be shut

PRESENT PROGRESSIVE

am being shut
are being shut
is being shut

PAST PROGRESSIVE

was being shut
were being shut
was being shut

FUTURE PROGRESSIVE*

will be being shut*
will be being shut*
will be being shut*

PRESENT PERFECT

have been shut
have been shut
has been shut

PAST PERFECT

had been shut
had been shut
had been shut

FUTURE PERFECT

will have been shut
will have been shut
will have been shut

EXAMPLES:

The doors are shut every night promptly at 11:00.

The restaurant that we liked so much was shut down due to health code violations.

I went back in the house to make sure that all of the doors and windows had been shut properly.

PRINCIPAL CONDITIONALS

PRESENT

would shut
would shut
would shut

PRESENT PROGRESSIVE

would be shutting
would be shutting
would be shutting

PRESENT PASSIVE

would be shut
would be shut
would be shut

PAST

would have shut
would have shut
would have shut

PAST PROGRESSIVE

would have been shutting
would have been shutting
would have been shutting

PAST PASSIVE

would have been shut
would have been shut
would have been shut

EXAMPLES:

We thought the water would be shut off and so we bought several bottles at the store.

Would you shut the window please? It's freezing in here.

shut

PRINCIPAL PARTS: shut, shut, shut

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	shut/shuts	simple present will + base form	<i>If I <u>shut</u> off the music too early, he insists that I turn it on again.</i> <i>If she <u>shuts</u> him out of her life, he won't be there for her when she needs him.</i>
Unreal Present/ Future	shut	would + base form	<i>If the health department <u>shut</u> us down, we wouldn't be able to open up again until we had made all of the changes they required.</i>
Unreal Past	had shut	would have + past participle	<i>If you <u>had shut</u> the door, we would've been locked out.</i>

SUBJUNCTIVE

ACTIVE	shut	<i>It is recommended that the mechanic <u>shut</u> off the equipment before making any repairs.</i>
PASSIVE	be shut	<i>It is asked that the front and back doors <u>be shut</u> before 12:00 a.m.</i>

PHRASAL VERBS

to shut (someone or something) out	to not allow someone or something to enter, to exclude <i>Unfortunately, our team was shut out of the meeting with the board.</i>
to shut (something) off	to stop something mechanical, such as a television, radio, fan, car, etc., from functioning <i>Can you shut off the TV when you come upstairs?</i>
to shut up	to stop talking, or to stop someone from talking <i>If you don't shut up, I'm going to scream!</i>
to shut (something) down	to close a business, factory, etc. <i>The bakery near my house was shut down by the health department.</i>

IDIOMS

to shut your mouth/trap	to stop talking, usually given as an order in anger or annoyance <i>How can you say those things to me? Shut your mouth!</i>
-------------------------	---

RELATED WORDS

open-and-shut (adj.)	describes a situation in which the answer is clear, there is no doubt
shut-in (n.)	a person who is not able to leave the house due to illness or some other form of incapacitation
shut-eye (n.)	sleep
shutter (n.)	a piece of wood that can be opened and closed to cover a window or let light in
shutout (n.)	a game in which one team wins without allowing the other team to score any points

* Note that the form "will be being shut" is rarely used. To convey a future progressive passive, use the present

sit

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to sit
to have sat
sat
sitting

PASSIVE
to be sat
to have been sat
been sat
being sat

ACTIVE

SIMPLE PRESENT

sit
sit
sits

SIMPLE PAST

sat
sat
sat

SIMPLE FUTURE

will sit
will sit
will sit

PRESENT PROGRESSIVE

am sitting
are sitting
is sitting

PAST PROGRESSIVE

was sitting
were sitting
was sitting

FUTURE PROGRESSIVE

will be sitting
will be sitting
will be sitting

PRESENT PERFECT

have sat
have sat
has sat

PAST PERFECT

had sat
had sat
had sat

FUTURE PERFECT

will have sat
will have sat
will have sat

PRESENT PERFECT PROGRESSIVE

have been sitting
have been sitting
has been sitting

PAST PERFECT PROGRESSIVE

had been sitting
had been sitting
had been sitting

FUTURE PERFECT PROGRESSIVE

will have been sitting
will have been sitting
will have been sitting

EXAMPLES:

Annie sits in the same chair every night at dinner.

My mom has been sitting at the table for hours reading the newspaper.

The guest had sat in the place where my father usually sat.

PASSIVE

SIMPLE PRESENT

am sat
are sat
is sat

SIMPLE PAST

was sat
were sat
was sat

SIMPLE FUTURE

will be sat
will be sat
will be sat

PRESENT PROGRESSIVE

am being sat
are being sat
is being sat

PAST PROGRESSIVE

was being sat
were being sat
was being sat

FUTURE PROGRESSIVE*

will be being sat*
will be being sat*
will be being sat*

PRESENT PERFECT

have been sat
have been sat
has been sat

PAST PERFECT

had been sat
had been sat
had been sat

FUTURE PERFECT

will have been sat
will have been sat
will have been sat

EXAMPLES:

I can't believe Ms. Henderson and her ex-husband were sat at the same table.

The children were being sat at their desks in alphabetical order.

PRINCIPAL CONDITIONALS

PRESENT

would sit
would sit
would sit

PRESENT PROGRESSIVE

would be sitting
would be sitting
would be sitting

PRESENT PASSIVE

would be sat
would be sat
would be sat

PAST

would have sat
would have sat
would have sat

PAST PROGRESSIVE

would have been sitting
would have been sitting
would have been sitting

PAST PASSIVE

would have been sat
would have been sat
would have been sat

EXAMPLES:

We would sit down but the guest of honor hasn't arrived.

Harry would have sat next to Sally but he couldn't find her.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	sit/sits	simple present	<i>If I <u>sit</u> in this position for too long, my foot falls asleep.</i>
		will + base form	<i>If he <u>sits</u> with us at dinner, we'll have time to discuss his company's proposal.</i>
Unreal Present/ Future	sat	would + base form	<i>If you <u>sat</u> around doing nothing, you wouldn't feel relaxed; you would feel bored.</i>
Unreal Past	had sat	would have + past participle	<i>If I <u>had sat</u> through the whole movie, I would have gone crazy.</i>

SUBJUNCTIVE

ACTIVE	sit	<i>We prefer that the playwright <u>sit</u> in the front row so that we can introduce him after the show.</i>
PASSIVE	be sat	<i>It is requested that the host <u>be sat</u> at the head of the table.</i>

PHRASAL VERBS

sit back	to relax and get comfortable <i>Sit back and relax. We don't have to go anywhere for at least half an hour.</i>
sit down	to move from a standing position to a sitting position <i>Please sit down and I'll get you something to drink.</i>
sit (something) out	to not participate <i>I'm going to sit this one out. Jim, why don't you take my place?</i>
sit through	to stay for the entirety of something, even if it is tedious or boring <i>I can't believe how bad that movie was! Unfortunately, I felt like I had to sit through it or I would be insulting my friends who brought me.</i>
sit up	to not slouch, to not relax too much in a sitting position <i>Can you sit up please? I don't like it when students slouch in class.</i>

IDIOMS

to sit tight	to be patient <i>You can't expect us to get there on a magic carpet. Just sit tight. We'll be there in half an hour.</i>
to sit idly by	to do nothing <i>I can't believe that he would just sit idly by while that man was speaking to his wife so rudely!</i>
to be sitting pretty	to be in a good position <i>Don is sitting pretty. He gets all of the good jobs because the boss likes him.</i>
to not sit well with someone	to make someone uncomfortable <i>This decision to let him take the car out on his own doesn't sit well with me.</i>

RELATED WORDS

sit-in (n.)	a protest in which people refuse to move from somewhere until their demands have been recognized
sitting duck (n.)	a person who is in a place or a position from which he or she can be attacked
sit-up (n.)	a type of exercise in which you move your upper body from a lying position to a sitting position and back down again

* Note that the form "will be being sat" is rarely used. To convey a future progressive passive, use the present progressive passive.

sleep

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to sleep
to have slept
slept
sleeping

PASSIVE
to be slept
to have been slept
been slept
being slept

ACTIVE

SIMPLE PRESENT

sleep
sleep
sleeps

SIMPLE PAST

slept
slept
slept

SIMPLE FUTURE

will sleep
will sleep
will sleep

PRESENT PROGRESSIVE

am sleeping
are sleeping
is sleeping

PAST PROGRESSIVE

was sleeping
were sleeping
was sleeping

FUTURE PROGRESSIVE

will be sleeping
will be sleeping
will be sleeping

PRESENT PERFECT

have slept
have slept
has slept

PAST PERFECT

had slept
had slept
had slept

FUTURE PERFECT

will have slept
will have slept
will have slept

PRESENT PERFECT PROGRESSIVE

have been sleeping
have been sleeping
has been sleeping

PAST PERFECT PROGRESSIVE

had been sleeping
had been sleeping
had been sleeping

FUTURE PERFECT PROGRESSIVE

will have been sleeping
will have been sleeping
will have been sleeping

EXAMPLES:

You have been sleeping for hours!

*If we wake her up at 10:00, she
will have slept for eight hours.*

The cat sleeps on the windowsill.

PASSIVE

SIMPLE PRESENT

am slept
are slept
is slept

SIMPLE PAST

was slept
were slept
was slept

SIMPLE FUTURE

will be slept
will be slept
will be slept

PRESENT PROGRESSIVE

am being slept
are being slept
is being slept

PAST PROGRESSIVE

was being slept
were being slept
was being slept

FUTURE PROGRESSIVE*

will be being slept*
will be being slept*
will be being slept*

PRESENT PERFECT

have been slept
have been slept
has been slept

PAST PERFECT

had been slept
had been slept
had been slept

FUTURE PERFECT

will have been slept
will have been slept
will have been slept

EXAMPLES:

*The three bears found that their
beds had been slept in while they
were away.*

*By the morning, the drunken
evening had been slept off.*

PRINCIPAL CONDITIONALS

PRESENT

would sleep
would sleep
would sleep

PRESENT PROGRESSIVE

would be sleeping
would be sleeping
would be sleeping

PRESENT PASSIVE

would be slept
would be slept
would be slept

PAST

would have slept
would have slept
would have slept

PAST PROGRESSIVE

would have been sleeping
would have been sleeping
would have been sleeping

PAST PASSIVE

would have been slept
would have been slept
would have been slept

EXAMPLES:

*They would've slept more soundly
if they had gotten some exercise
during the day.*

*A peaceful night would have been
slept if it weren't for the periodic
noises from outside.*

sleep

PRINCIPAL PARTS: sleep, slept, slept

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	sleep/sleeps	simple present will + base form	<i>If the baby <u>sleeps</u> too long in the afternoon, he wakes up several times during the night.</i> <i>If you don't <u>sleep</u> well tonight, you won't be ready for your big day tomorrow.</i>
Unreal Present/ Future	slept	would + base form	<i>If I <u>slept</u> better, I wouldn't be so grumpy all the time.</i>
Unreal Past	had slept	would have + past participle	<i>If the guests <u>had slept</u> on the pull-out bed in the living room, we would've woken them up in the morning.</i>

SUBJUNCTIVE

ACTIVE	sleep	<i>It is important the baby <u>sleep</u> on its back.</i>
PASSIVE	be slept	<i>The coach recommended that a good eight hours <u>be slept</u> the night before the game.</i>

PHRASAL VERBS

sleep in	to sleep longer than you usually do in the morning <i>My boyfriend has to get up at 5:30 every workday, so he likes to sleep in on the weekends.</i>
sleep (something) off	to sleep extra time in order to wake up fresh, such as after drinking too much <i>Tom won't wake up for hours. He's sleeping off the wild night we had.</i>
sleep over	to sleep at someone else's house <i>It was so late when we finished the work that I decided to sleep over instead of trying to go home.</i>
sleep through (something)	to fall asleep during something, such as a film, and not wake up until it's over <i>The lecture was a little slow and Leo slept through the whole thing.</i>

IDIOMS

to sleep like a log/like a baby	to sleep very well so that nothing can disturb you <i>Don't worry about making noise. My roommate sleeps like a baby.</i>
to not sleep a wink	to not sleep at all <i>I didn't sleep a wink last night because of those barking dogs.</i>
to sleep on it	to wait to make a decision until you've thought about it overnight <i>Why don't you sleep on it and call me tomorrow?</i>
to sleep with (someone)	to have sex with <i>We all know that they are sleeping with each other.</i>

RELATED WORDS

sleepover (n.)	a party, usually for children, where friends stay the night at another friend's house
to oversleep (v.)	to sleep too much when you need to get up at a certain time
sleep-deprived (adj.)	to be short on sleep
sleepwalker (n.)	a person who walks while asleep

* Note that the form "will be being slept" is rarely used. To convey a future progressive passive, use the present progressive.

slip

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to slip
to have slipped
slipped,
slipping

PASSIVE
to be slipped
to have been slipped
been slipped
being slipped

ACTIVE

SIMPLE PRESENT

slip
slip
slips

SIMPLE PAST

slipped
slipped
slipped

SIMPLE FUTURE

will slip
will slip
will slip

PRESENT PROGRESSIVE

am slipping
are slipping
is slipping

PAST PROGRESSIVE

was slipping
were slipping
was slipping

FUTURE PROGRESSIVE

will be slipping
will be slipping
will be slipping

PRESENT PERFECT

have slipped
have slipped
has slipped

PAST PERFECT

had slipped
had slipped
had slipped

FUTURE PERFECT

will have slipped
will have slipped
will have slipped

PRESENT PERFECT PROGRESSIVE

have been slipping
have been slipping
has been slipping

PAST PERFECT PROGRESSIVE

had been slipping
had been slipping
had been slipping

FUTURE PERFECT PROGRESSIVE

will have been slipping
will have been slipping
will have been slipping

EXAMPLES:

Don't slip! There is ice on the steps.

I can't believe you slipped up and gave away the answer to the trivia question!

His ranking among the other tennis players at the club had slipped since he had stopped practicing.

PASSIVE

SIMPLE PRESENT

am slipped
are slipped
is slipped

SIMPLE PAST

was slipped
were slipped
was slipped

SIMPLE FUTURE

will be slipped
will be slipped
will be slipped

PRESENT PROGRESSIVE

am being slipped
are being slipped
is being slipped

PAST PROGRESSIVE

was being slipped
were being slipped
was being slipped

FUTURE PROGRESSIVE*

will be being slipped*
will be being slipped*
will be being slipped*

PRESENT PERFECT

have been slipped
have been slipped
has been slipped

PAST PERFECT

had been slipped
had been slipped
had been slipped

FUTURE PERFECT

will have been slipped
will have been slipped
will have been slipped

EXAMPLES:

Something had been slipped into his drink and he began to feel dizzy.

The bills were slipped into an envelope so that no one would notice.

The hundred dollar bill was slipped to the maitre d' and we were seated immediately.

PRINCIPAL CONDITIONALS

PRESENT

would slip
would slip
would slip

PRESENT PROGRESSIVE

would be slipping
would be slipping
would be slipping

PRESENT PASSIVE

would be slipped
would be slipped
would be slipped

PAST

would have slipped
would have slipped
would have slipped

PAST PROGRESSIVE

would have been slipping
would have been slipping
would have been slipping

PAST PASSIVE

would have been slipped
would have been slipped
would have been slipped

EXAMPLES:

I would slip him a few dollars if he asked for it.

You would have slipped coming up the stairs if I hadn't put salt on the ice.

slip

PRINCIPAL PARTS: slip, slipped, slipped

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	slip/slips	simple present	<i>If I slip you fifty dollars, make sure I get a good table.</i>
		will + base form	<i>If she slips up again, her boss will fire her.</i>
Unreal Present/ Future	slipped	would + base form	<i>If we slipped out for a few minutes, nobody would notice.</i>
Unreal Past	had slipped	would have + past participle	<i>If I had slipped during the performance, it would have been embarrassing.</i>

SUBJUNCTIVE

ACTIVE	slip	<i>We ask that you slip out of the meeting for just a few moments to talk with our representative.</i>
PASSIVE	be slipped	<i>The landlord requested that rent checks be slipped under the door.</i>

PHRASAL VERBS

slip into	to quickly put on different clothes <i>She slipped into her pajamas and got into bed.</i>
slip out	to leave quietly and quickly in hopes that no one will notice <i>I guess he slipped out while we were taking a break.</i>
slip up	to make a mistake <i>The mail carrier must have slipped up when he delivered your package to our house.</i>

IDIOMS

to slip through your fingers	to lose a valuable opportunity when you are very close to getting it <i>She's a lovely girl. Don't let this one slip through your fingers.</i>
to slip through the cracks	to be ignored or forgotten, usually related to bureaucracy <i>Millions of low-income families slip through the cracks. They don't receive benefits because their salary is a few dollars above the poverty line.</i>
to slip one over on someone	to fool someone <i>The story about the new investment company was completely unbelievable. I can't believe you slipped that one over on the old lady.</i>
to slip one's mind	to forget <i>I was supposed to call Liz last night but it completely slipped my mind.</i>
to slip someone something	to give someone something, often money or drugs, in a way that doesn't attract attention <i>I slipped the bellhop a few dollars when he brought our suitcases to the room.</i>

RELATED WORDS

slip of the tongue (n.)	a mistake in speech
slipper (n.)	a small, lightweight shoe that is worn in the house
Freudian slip (n.)	a verbal mistake that reveals the truth of what someone was actually thinking

* Note that the form "will be being slipped" is rarely used. To convey a future progressive passive, use the present progressive passive.

speak

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to speak
to have spoken
spoken
speaking

PASSIVE
to be spoken
to have been spoken
been spoken
being spoken

ACTIVE

SIMPLE PRESENT

speak
speak
speaks

SIMPLE PAST

spoke
spoke
spoke

SIMPLE FUTURE

will speak
will speak
will speak

PRESENT PROGRESSIVE

am speaking
are speaking
is speaking

PAST PROGRESSIVE

was speaking
were speaking
was speaking

FUTURE PROGRESSIVE

will be speaking
will be speaking
will be speaking

PRESENT PERFECT

have spoken
have spoken
has spoken

PAST PERFECT

had spoken
had spoken
had spoken

FUTURE PERFECT

will have spoken
will have spoken
will have spoken

PRESENT PERFECT PROGRESSIVE

have been speaking
have been speaking
has been speaking

PAST PERFECT PROGRESSIVE

had been speaking
had been speaking
had been speaking

FUTURE PERFECT PROGRESSIVE

will have been speaking
will have been speaking
will have been speaking

EXAMPLES:

*I can't stand when my friends
speak badly about each other.*

*This lecture is very interesting. Do
you know who is speaking?*

PASSIVE

SIMPLE PRESENT

am spoken
are spoken
is spoken

SIMPLE PAST

was spoken
were spoken
was spoken

SIMPLE FUTURE

will be spoken
will be spoken
will be spoken

PRESENT PROGRESSIVE

am being spoken
are being spoken
is being spoken

PAST PROGRESSIVE

was being spoken
were being spoken
was being spoken

FUTURE PROGRESSIVE*

will be being spoken*
will be being spoken*
will be being spoken*

PRESENT PERFECT

have been spoken
have been spoken
has been spoken

PAST PERFECT

had been spoken
had been spoken
had been spoken

FUTURE PERFECT

will have been spoken
will have been spoken
will have been spoken

EXAMPLES:

*The girls were spoken to sternly by
the principal when he found out
they had left school early.*

*I didn't appreciate the way I was
spoken to by the clerk. I'll never go
back to that store.*

PRINCIPAL CONDITIONALS

PRESENT

would speak
would speak
would speak

PRESENT PROGRESSIVE

would be speaking
would be speaking
would be speaking

PRESENT PASSIVE

would be spoken
would be spoken
would be spoken

PAST

would have spoken
would have spoken
would have spoken

PAST PROGRESSIVE

would have been speaking
would have been speaking
would have been speaking

PAST PASSIVE

would have been spoken
would have been spoken
would have been spoken

EXAMPLES:

*Jean would have spoken more if
he hadn't felt limited by his
inability to express himself in
English.*

*Who knew that Ingrid would speak
for two hours without a break?*

speak

PRINCIPAL PARTS: speak, spoke, spoken

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	speak/speaks	simple present	<i>If you <u>speak</u> softly, I can't understand you.</i>
		will + base form	<i>If she <u>speaks</u> to him, certainly he'll come around.</i>
Unreal Present/ Future	spoke	would + base form	<i>If he <u>spoke</u> more convincingly, he would be the director and not just an assistant.</i>
Unreal Past	had spoken	would have + past participle	<i>If they <u>had spoken</u> to me before the event began, we would've avoided a lot of confusion.</i>

SUBJUNCTIVE

ACTIVE	speak	<i>We suggest that he <u>speak</u> to the detective in private.</i>
PASSIVE	be spoken	<i>It is important that the girls <u>be spoken</u> to so that this incident is not repeated.</i>

PHRASAL VERBS

speak of (someone or something)	to refer to someone or something while you are talking <i>Speaking of Tom, didn't he start law school last year?</i>
speak out	to voice your opinion about something <i>She never hesitated to speak out about the atrocities that were committed during the war in El Salvador.</i>
speak to	to talk to someone, often when he or she has done something wrong <i>You'll speak to him about parking in my place, won't you?</i>
speak up	to talk louder <i>You'll have to speak up because I can't bear a thing.</i>
speak up for (someone)	to support someone <i>My boss always spoke up for us whenever there was a problem.</i>

IDIOMS

actions speak louder than words	an expression that means that it is better to teach someone through example than through explanation <i>My mother always said that actions speak louder than words.</i>
to speak highly of someone	to express respect or admiration for someone <i>Her teachers spoke highly of her and so we decided to hire her.</i>
to speak of the devil	to be talking about someone, and he or she appears <i>Speak of the devil! We were just talking about you.</i>
to speak your mind	to state your opinions or feelings clearly <i>If you're upset, I'd prefer that you speak your mind.</i>

RELATED WORDS

speakeasy (n.)	an illegal club that served alcohol during Prohibition in the United States
speaker (n.)	a person who is addressing an audience
speech (n.)	a spoken presentation, usually formal, given to group of people
speechless (adj.)	overcome by emotion and unable to speak

* Note that the form "will be being spoken" is rarely used. To convey a future progressive passive, use the present progressive passive.

spell

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to spell
to have spelled
spelled
spelling

PASSIVE
to be spelled
to have been spelled
been spelled
being spelled

ACTIVE

SIMPLE PRESENT

spell
spell
spells

SIMPLE PAST

spelled
spelled
spelled

SIMPLE FUTURE

will spell
will spell
will spell

PRESENT PROGRESSIVE

am spelling
are spelling
is spelling

PAST PROGRESSIVE

was spelling
were spelling
was spelling

FUTURE PROGRESSIVE

will be spelling
will be spelling
will be spelling

PRESENT PERFECT

have spelled
have spelled
has spelled

PAST PERFECT

had spelled
had spelled
had spelled

FUTURE PERFECT

will have spelled
will have spelled
will have spelled

PRESENT PERFECT PROGRESSIVE

have been spelling
have been spelling
has been spelling

PAST PERFECT PROGRESSIVE

had been spelling
had been spelling
had been spelling

FUTURE PERFECT PROGRESSIVE

will have been spelling
will have been spelling
will have been spelling

EXAMPLES:

He spells his name with an a, not an o.

The students were spelling words on the blackboard.

She had spelled her name clearly, but the receptionist still didn't understand her.

PASSIVE

SIMPLE PRESENT

am spelled
are spelled
is spelled

SIMPLE PAST

was spelled
were spelled
was spelled

SIMPLE FUTURE

will be spelled
will be spelled
will be spelled

PRESENT PROGRESSIVE

am being spelled
are being spelled
is being spelled

PAST PROGRESSIVE

was being spelled
were being spelled
was being spelled

FUTURE PROGRESSIVE*

will be being spelled*
will be being spelled*
will be being spelled*

PRESENT PERFECT

have been spelled
have been spelled
has been spelled

PAST PERFECT

had been spelled
had been spelled
had been spelled

FUTURE PERFECT

will have been spelled
will have been spelled
will have been spelled

EXAMPLES:

My name is long and complicated and is always spelled wrong.

The owner realized the name of his restaurant had been spelled wrong on all the menus.

How will your daughter's name be spelled?

PRINCIPAL CONDITIONALS

PRESENT

would spell
would spell
would spell

PRESENT PROGRESSIVE

would be spelling
would be spelling
would be spelling

PRESENT PASSIVE

would be spelled
would be spelled
would be spelled

PAST

would have spelled
would have spelled
would have spelled

PAST PROGRESSIVE

would have been spelling
would have been spelling
would have been spelling

PAST PASSIVE

would have been spelled
would have been spelled
would have been spelled

EXAMPLES:

Would you spell that for me?

I thought huevo would be spelled without an h because it's pronounced that way.

I
you/we/they
he/she/it

spell

PRINCIPAL PARTS: spell, spelled/spelt, spelled/spelt

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	spell/spells	simple present will + base form	<i>If the students <u>spell</u> a few words wrong, don't worry about it.</i> <i>If the boy <u>spells</u> this word correctly, he'll win the spelling bee.</i>
Unreal Present/ Future	spelled	would + base form	<i>If you <u>spelled</u> out exactly what you expect, they would probably do a better job.</i>
Unreal Past	had spelled	would have + past participle	<i>If I <u>had spelled</u> the lead actors' names wrong on the marquee, I would have been in trouble.</i>

SUBJUNCTIVE

ACTIVE	spell	<i>My mother recommended that we <u>spell</u> the name like her father did.</i>
PASSIVE	be spelled	<i>We ask that the duties <u>be spelled</u> out to us clearly before we begin working.</i>

PHRASAL VERBS

spell (something) out	to explain a problem or concern clearly and simply <i>I can't believe you don't understand what I'm saying. Do I have to spell it out for you?</i>
-----------------------	---

IDIOMS

to spell trouble	to be likely to cause future problems <i>Those rusty pipes spell trouble. We should call a plumber before they burst.</i>
to put someone under a spell	to capture the interest of someone <i>Andre seems to have put her under a spell.</i>

RELATED WORDS

spellbound (adj.)	caught up in something
spell check (n.)	a device on a computer that finds mistakes in spelling
spell (n.)	a short period of time
spelling bee (n.)	a competition in which individuals win or lose according to whether they are able to spell words correctly

* Note that the form "will be being spelled" is rarely used. To convey a future progressive passive, use the present progressive passive.

spend

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to spend
to have spent
spent
spending

PASSIVE
to be spent
to have been spent
been spent
being spent

ACTIVE

SIMPLE PRESENT

spend
spend
spends

SIMPLE PAST

spent
spent
spent

SIMPLE FUTURE

will spend
will spend
will spend

PRESENT PROGRESSIVE

am spending
are spending
is spending

PAST PROGRESSIVE

was spending
were spending
was spending

FUTURE PROGRESSIVE

will be spending
will be spending
will be spending

PRESENT PERFECT

have spent
have spent
has spent

PAST PERFECT

had spent
had spent
had spent

FUTURE PERFECT

will have spent
will have spent
will have spent

PRESENT PERFECT PROGRESSIVE

have been spending
have been spending
has been spending

PAST PERFECT PROGRESSIVE

had been spending
had been spending
had been spending

FUTURE PERFECT PROGRESSIVE

will have been spending
will have been spending
will have been spending

EXAMPLES:

We are spending too much money and we need to cut down.

How many days will you be spending in Hawaii?

I have been spending a lot of time with Jean lately.

PASSIVE

SIMPLE PRESENT

am spent
are spent
is spent

SIMPLE PAST

was spent
were spent
was spent

SIMPLE FUTURE

will be spent
will be spent
will be spent

PRESENT PROGRESSIVE

am being spent
are being spent
is being spent

PAST PROGRESSIVE

was being spent
were being spent
was being spent

FUTURE PROGRESSIVE*

will be being spent*
will be being spent*
will be being spent*

PRESENT PERFECT

have been spent
have been spent
has been spent

PAST PERFECT

had been spent
had been spent
had been spent

FUTURE PERFECT

will have been spent
will have been spent
will have been spent

EXAMPLES:

The money was all spent before we even considered redoing the upstairs rooms of the house.

I'm sure that a lot of time will be spent at the beach if the weather is good.

PRINCIPAL CONDITIONALS

PRESENT

would spend
would spend
would spend

PRESENT PROGRESSIVE

would be spending
would be spending
would be spending

PRESENT PASSIVE

would be spent
would be spent
would be spent

PAST

would have spent
would have spent
would have spent

PAST PROGRESSIVE

would have been spending
would have been spending
would have been spending

PAST PASSIVE

would have been spent
would have been spent
would have been spent

EXAMPLES:

We would spend more time with them if they weren't so busy.

I
you/we/they
he/she/it

spend

PRINCIPAL PARTS: spend, spent, spent

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	spend/spends	simple present will + base form	If I <u>spend</u> money on going out, I don't have any left for taking a vacation. If she <u>spends</u> too much energy on him, he won't respond.
Unreal Present/ Future	spent	would + base form	If we <u>spent</u> the night here, we would be ready to drive tomorrow.
Unreal Past	had spent	would have + past participle	If Harry <u>had spent</u> as much time studying as he did playing his guitar, he wouldn't have done so poorly on his exams.

SUBJUNCTIVE

ACTIVE	spend	We suggest that you <u>spend</u> some time at the Art Institute before you go to the Historical Society.
PASSIVE	be spent	It is essential that money <u>be spent</u> on children's programs.

IDIOMS

to be spent	to be exhausted <i>I would go out with you, but I'm spent.</i>
-------------	---

RELATED WORDS

spendthrift (n.)	a person who spends money without thinking, even if he or she does not have a lot of it
big spender (n.)	a person who likes to spend a lot of money
spending (n.)	the amount of money that a government, institution, etc., spends
spending money (n.)	money that you allow yourself for expenses strictly for enjoyment

* Note that the form "will be being spent" is rarely used. To convey a future progressive passive, use the present progressive passive.

spin

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to spin
to have spun
spun
spinning

PASSIVE
to be spun
to have been spun
been spun
being spun

ACTIVE

SIMPLE PRESENT

spin
spin
spins

SIMPLE PAST

spun
spun
spun

SIMPLE FUTURE

will spin
will spin
will spin

PRESENT PROGRESSIVE

am spinning
are spinning
is spinning

PAST PROGRESSIVE

was spinning
were spinning
was spinning

FUTURE PROGRESSIVE

will be spinning
will be spinning
will be spinning

PRESENT PERFECT

have spun
have spun
has spun

PAST PERFECT

had spun
had spun
had spun

FUTURE PERFECT

will have spun
will have spun
will have spun

PRESENT PERFECT PROGRESSIVE

have been spinning
have been spinning
has been spinning

PAST PERFECT PROGRESSIVE

had been spinning
had been spinning
had been spinning

FUTURE PERFECT PROGRESSIVE

will have been spinning
will have been spinning
will have been spinning

EXAMPLES:

The machine spins the clothes to dry them.

The car in front of us spun out of control and slid into the embankment.

The café owner's daughter was spinning a top in the doorway.

PASSIVE

SIMPLE PRESENT

am spun
are spun
is spun

SIMPLE PAST

was spun
were spun
was spun

SIMPLE FUTURE

will be spun
will be spun
will be spun

PRESENT PROGRESSIVE

am being spun
are being spun
is being spun

PAST PROGRESSIVE

was being spun
were being spun
was being spun

FUTURE PROGRESSIVE*

will be being spun*
will be being spun*
will be being spun*

PRESENT PERFECT

have been spun
have been spun
has been spun

PAST PERFECT

had been spun
had been spun
had been spun

FUTURE PERFECT

will have been spun
will have been spun
will have been spun

EXAMPLES:

The silk thread was spun in a small village in India.

A spider's web was being spun during the night.

PRINCIPAL CONDITIONALS

PRESENT

would spin
would spin
would spin

PRESENT PROGRESSIVE

would be spinning
would be spinning
would be spinning

PRESENT PASSIVE

would be spun
would be spun
would be spun

PAST

would have spun
would have spun
would have spun

PAST PROGRESSIVE

would have been spinning
would have been spinning
would have been spinning

PAST PASSIVE

would have been spun
would have been spun
would have been spun

EXAMPLES:

The room would be spinning if I had had any more to drink.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	spin/spins	simple present	<i>If I <u>spin</u> the record at the wrong speed, it sounds funny.</i>
		will + base form	<i>If she <u>spins</u> out again on the highway, I won't lend her my car anymore.</i>
Unreal Present/ Future	spun	would + base form	<i>If we <u>spun</u> around right now, we would see a famous actor.</i>
Unreal Past	had spun	would have + past participle	<i>If I <u>had spun</u> my wheels anymore, I would have gone crazy!</i>

SUBJUNCTIVE

ACTIVE	spin	<i>It is important that the clothes <u>spin</u> for a full cycle.</i>
PASSIVE	be spun	<i>It is necessary that a spider's web <u>be spun</u> in a uniform pattern in order to catch the most flies.</i>

PHRASAL VERBS *

spin out	to move out of control in a circular fashion <i>The wheels of the car spun out and we just got stuck deeper in the mud.</i>
spin around	to turn continuously, or to make one turn quickly <i>Spin around! Let me see your new dress!</i>

IDIOMS

to spin records	to play music on vinyl for a group of people <i>The DJ spun records until everybody had left the club.</i>
to spin your wheels	to do something without any result or without a goal <i>This job isn't giving me any valuable experience. I feel like I'm just spinning my wheels.</i>
to go for a spin	to drive around without any particular destination <i>If you're not doing anything, we could go for a spin in my new car.</i>

RELATED WORDS

spinning (n.)	a type of exercise in a gym in which a group of people ride stationary bicycles while following a leader
spinning wheel (n.)	a machine that is used to make thread out of some material, such as cotton, wool, or silk
spin-off (n.)	something that develops from something else, especially a television program that develops out of another

* Note that the form "will be being spun" is rarely used. To convey a future progressive passive, use the present progressive passive.

stand

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to stand
to have stood
stood
standing

PASSIVE
to be stood
to have been stood
been stood
being stood

ACTIVE

SIMPLE PRESENT

stand
stand
stands

SIMPLE PAST

stood
stood
stood

SIMPLE FUTURE

will stand
will stand
will stand

PRESENT PROGRESSIVE

am standing
are standing
is standing

PAST PROGRESSIVE

was standing
were standing
was standing

FUTURE PROGRESSIVE

will be standing
will be standing
will be standing

PRESENT PERFECT

have stood
have stood
has stood

PAST PERFECT

had stood
had stood
had stood

FUTURE PERFECT

will have stood
will have stood
will have stood

PRESENT PERFECT PROGRESSIVE

have been standing
have been standing
has been standing

PAST PERFECT PROGRESSIVE

had been standing
had been standing
had been standing

FUTURE PERFECT PROGRESSIVE

will have been standing
will have been standing
will have been standing

EXAMPLES:

The house stands on property that once belonged to my grandparents.

That building has been standing for 120 years.

We had stood the loud music long enough and left before the concert finished.

PASSIVE

SIMPLE PRESENT

am stood
are stood
is stood

SIMPLE PAST

was stood
were stood
was stood

SIMPLE FUTURE

will be stood
will be stood
will be stood

PRESENT PROGRESSIVE

am being stood
are being stood
is being stood

PAST PROGRESSIVE

was being stood
were being stood
was being stood

FUTURE PROGRESSIVE*

will be being stood*
will be being stood*
will be being stood*

PRESENT PERFECT

have been stood
have been stood
has been stood

PAST PERFECT

had been stood
had been stood
had been stood

FUTURE PERFECT

will have been stood
will have been stood
will have been stood

EXAMPLES:

It's unclear how the strong winds were stood by the villagers.

Sara had been stood up by her boyfriend for the last time.

PRINCIPAL CONDITIONALS

PRESENT

would stand
would stand
would stand

PRESENT PROGRESSIVE

would be standing
would be standing
would be standing

PRESENT PASSIVE

would be stood
would be stood
would be stood

PAST

would have stood
would have stood
would have stood

PAST PROGRESSIVE

would have been standing
would have been standing
would have been standing

PAST PASSIVE

would have been stood
would have been stood
would have been stood

EXAMPLES:

We would have stood near the front of the venue if it had been less crowded.

The two vases would have been stood next to each other on the table if they matched more perfectly.

stand

PRINCIPAL PARTS: stand, stood, stood

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	stand/stands	simple present	If I <u>stand</u> up for too long, my feet get very tired.
		will + base form	If she <u>stands</u> for it any longer, he'll think his behavior is acceptable.
Unreal Present/ Future	stood	would + base form	If you <u>stood</u> and saw the view, you would be inspired to begin a new painting.
Unreal Past	had stood	would have + past participle	If the rookie baseball player <u>hadn't stood</u> in for me when I broke my leg, the season would have been over.

SUBJUNCTIVE

ACTIVE	stand	We propose that the female lead <u>stand</u> on this side of the stage and her costar <u>stand</u> next to her.
PASSIVE	be stood	It is essential that the vase <u>be stood</u> on the pedestal in the corner.

PHRASAL VERBS

stand around	to remain in one place not doing anything <i>We stood around for an hour waiting for Jim and Susan to arrive.</i>
stand for (something)	to accept behavior or a situation that is not perfect or that is undesirable <i>I won't stand for his behavior any longer!</i>
stand up	to rise <i>Stand up slowly so that you don't turn over the boat.</i>
stand down	to withdraw aggressive advances, or to step aside <i>Tell your troops to stand down; we don't want to fight you!</i>
stand out	to be obvious or different <i>He's dyed his hair purple since high school to stand out from the other kids.</i>

IDIOMS

to know where you stand with someone	to be able to assess your relationship with someone else <i>I like Harry because you always know where you stand with him.</i>
can't stand it/something	to have a strong dislike for someone or something <i>I can't stand this hot and humid weather!</i>
to stand on one's own two feet	to be an independent person <i>Now that he's at college he's going to have to stand on his own two feet.</i>
to stand a chance	to have some hope or possibility of happening or succeeding <i>The young boxer doesn't stand a chance against the older, more experienced one.</i>

RELATED WORDS

standby (adj.)	describes something that is kept on hand for a situation in which it may be needed
stand-in (n.)	someone or something who replaces someone or something else, usually temporarily
standing ovation (n.)	when an audience stands up to applaud an especially good performer or performance
stand-up comedy (n.)	a performance in which an individual entertains an audience by telling jokes

* Note that the form "will be being stood" is rarely used. To convey a future progressive passive, use the present progressive passive.

stay

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to stay
to have stayed
stayed
staying

PASSIVE
to be stayed
to have been stayed
been stayed
being stayed

ACTIVE

SIMPLE PRESENT

stay
stay
stays

SIMPLE PAST

stayed
stayed
stayed

SIMPLE FUTURE

will stay
will stay
will stay

PRESENT PROGRESSIVE

am staying
are staying
is staying

PAST PROGRESSIVE

was staying
were staying
was staying

FUTURE PROGRESSIVE

will be staying
will be staying
will be staying

PRESENT PERFECT

have stayed
have stayed
has stayed

PAST PERFECT

had stayed
had stayed
had stayed

FUTURE PERFECT

will have stayed
will have stayed
will have stayed

PRESENT PERFECT PROGRESSIVE

have been staying
have been staying
has been staying

PAST PERFECT PROGRESSIVE

had been staying
had been staying
had been staying

FUTURE PERFECT PROGRESSIVE

will have been staying
will have been staying
will have been staying

EXAMPLES:

We were staying in a beautiful hotel that was located on the beach.

The two of you will stay upstairs, and my husband and I will stay downstairs.

The cats have stayed away from us even though we tried to gain their trust.

PASSIVE

SIMPLE PRESENT

am stayed
are stayed
is stayed

SIMPLE PAST

was stayed
were stayed
was stayed

SIMPLE FUTURE

will be stayed
will be stayed
will be stayed

PRESENT PROGRESSIVE

am being stayed
are being stayed
is being stayed

PAST PROGRESSIVE

was being stayed
were being stayed
was being stayed

FUTURE PROGRESSIVE*

will be being stayed*
will be being stayed*
will be being stayed*

PRESENT PERFECT

have been stayed
have been stayed
has been stayed

PAST PERFECT

had been stayed
had been stayed
had been stayed

FUTURE PERFECT

will have been stayed
will have been stayed
will have been stayed

EXAMPLES:

This hotel was stayed in by Charles Dickens when he visited the United States.

PRINCIPAL CONDITIONALS

PRESENT

would stay
would stay
would stay

PRESENT PROGRESSIVE

would be staying
would be staying
would be staying

PRESENT PASSIVE

would be stayed
would be stayed
would be stayed

PAST

would have stayed
would have stayed
would have stayed

PAST PROGRESSIVE

would have been staying
would have been staying
would have been staying

PAST PASSIVE

would have been stayed
would have been stayed
would have been stayed

EXAMPLES:

Would you stay the night if there was room in the hotel?

We would have been staying in the basement if it weren't for the water damage.

stay

PRINCIPAL PARTS: stay, stayed, stayed

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	stay/stays	simple present	If I <u>stay</u> with Susan, you <u>stay</u> with Albert.
Unreal Present/ Future	stayed	will + base form	If she <u>stays</u> late, I'll <u>have to pick her up</u> .
Unreal Past	had stayed	would + base form	If we <u>stayed</u> here more often, we'd <u>know our way around</u> .
		would have + past participle	If I <u>had stayed</u> a few more minutes, I <u>would have seen the surprise ending</u> .

SUBJUNCTIVE

ACTIVE	stay	<i>It is important that the creative department <u>stay</u> until the cover design has been chosen.</i>
PASSIVE	be stayed	<i>We suggest that the Lincoln Room <u>be stayed</u> in if you have a choice.</i>

PHRASAL VERBS

stay in	to remain inside <i>Billy has to <u>stay in</u> today because he's got a cold.</i>
stay on	to remain in place, usually a job <i>A few employees <u>stayed on</u> after the strike.</i>
stay out	to remain outside <i>Harry <u>stayed out</u> until 3:00 in the morning.</i>
stay up	to remain awake <i>We <u>stayed up</u> until 12:00 watching a great movie on TV.</i>

IDIOMS

to stay put	to not move from a certain place <i>I'm going into the pharmacy for two seconds. <u>Stay put</u> until I get back.</i>
to stay the course	to not give up on something even when it is difficult <i>We managed to <u>stay the course</u> and finish the documentary even when circumstances made us want to throw in the towel.</i>

RELATED WORDS

staying power (n.)	the ability to last through time
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* Note that the form "will be being stayed" is rarely used. To convey a future progressive passive, use the present progressive.

step

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to step
to have stepped
stepped
stepping

PASSIVE
to be stepped
to have been stepped
been stepped
being stepped

ACTIVE

SIMPLE PRESENT

step
step
steps

SIMPLE PAST

stepped
stepped
stepped

SIMPLE FUTURE

will step
will step
will step

PRESENT PROGRESSIVE

am stepping
are stepping
is stepping

PAST PROGRESSIVE

was stepping
were stepping
was stepping

FUTURE PROGRESSIVE

will be stepping
will be stepping
will be stepping

PRESENT PERFECT

have stepped
have stepped
has stepped

PAST PERFECT

had stepped
had stepped
had stepped

FUTURE PERFECT

will have stepped
will have stepped
will have stepped

PRESENT PERFECT PROGRESSIVE

have been stepping
have been stepping
has been stepping

PAST PERFECT PROGRESSIVE

had been stepping
had been stepping
had been stepping

FUTURE PERFECT PROGRESSIVE

will have been stepping
will have been stepping
will have been stepping

EXAMPLES:

We couldn't believe it when the mayor stepped down after he was accused of misappropriating funds.

Don't step on my toes with those boots!

John had just stepped out when we got to the office and so we decided to wait for him in the lounge.

PASSIVE

SIMPLE PRESENT

am stepped
are stepped
is stepped

SIMPLE PAST

was stepped
were stepped
was stepped

SIMPLE FUTURE

will be stepped
will be stepped
will be stepped

PRESENT PROGRESSIVE

am being stepped
are being stepped
is being stepped

PAST PROGRESSIVE

was being stepped
were being stepped
was being stepped

FUTURE PROGRESSIVE*

will be being stepped*
will be being stepped*
will be being stepped*

PRESENT PERFECT

have been stepped
have been stepped
has been stepped

PAST PERFECT

had been stepped
had been stepped
had been stepped

FUTURE PERFECT

will have been stepped
will have been stepped
will have been stepped

EXAMPLES:

The tempo was stepped up and the piece sounded much more like the original.

He had been stepped on one too many times when he exploded at his boss.

PRINCIPAL CONDITIONALS

PRESENT

would step
would step
would step

PRESENT PROGRESSIVE

would be stepping
would be stepping
would be stepping

PRESENT PASSIVE

would be stepped
would be stepped
would be stepped

PAST

would have stepped
would have stepped
would have stepped

PAST PROGRESSIVE

would have been stepping
would have been stepping
would have been stepping

PAST PASSIVE

would have been stepped
would have been stepped
would have been stepped

EXAMPLES:

Would you step down if you were in his position?

The project manager would have stepped up the pace of the work if she thought the workers could handle more.

I
you/we/they
he/she/it

step

PRINCIPAL PARTS: step, stepped, stepped

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	step/steps	simple present	<i>If you <u>step</u> on this spot, the floor creaks.</i>
		will + base form	<i>If she <u>steps</u> down, the position of vice president will be open.</i>
Unreal Present/ Future	stepped	would + base form	<i>If you <u>stepped</u> out of line, he would tell you immediately.</i>
Unreal Past	had stepped	would have + past participle	<i>If I <u>had stepped</u> up the pace of the campaign, we would have finished before the holidays, but we wouldn't have done such a thorough job.</i>

SUBJUNCTIVE

ACTIVE	step	<i>We suggest that you <u>step</u> down pending a further investigation of misdeeds.</i>
PASSIVE	be stepped	<i>They recommended that the pace <u>be stepped</u> up slightly in order to finish our work by the deadline.</i>

PHRASAL VERBS

step down	to resign <i>The foreign minister stepped down after the scandal.</i>
step out	to leave your home or office for a short time <i>Janice stepped out of her office to get some lunch.</i>
step up	to approach <i>If you have a question for the author, please step up to the microphone.</i>

IDIOMS

to step up to the plate	to not hesitate to get involved in or work on something <i>If you want to get that grant, you have to step up to the plate.</i>
to step on it	to go faster, especially when you're driving in a car (informal) <i>C'mon! Step on it! I need to get to the airport in fifteen minutes.</i>
to take a step/(some) steps	to move toward something <i>We haven't gotten all of the departments to agree to the changes, but we've taken some steps in that direction.</i>
to step on someone's toes	to upset someone by doing something that interferes with his or her responsibilities <i>I didn't realize when I offered to take the photos of the air and water show that I would be stepping on Melinda's toes.</i>
to step out of line	to do something that is inappropriate in a certain situation, to break rules or regulations <i>If any of the boys steps out of line, I will not hesitate to call his parents and have him taken out of the camp.</i>
to step it up	to increase the speed and effort with which something is done <i>We need to step it up if we're going to finish this report on time.</i>

RELATED WORDS

step-by-step (adv.)	little by little, slowly, with deliberate pace
step stool (n.)	a piece of furniture that can be stood on to reach things that are out of reach
baby steps (n.)	tiny steps toward a goal
stepladder (n.)	a small ladder that is used inside a house or building
stepmother/stepfather (n.)	someone who has married your father/mother and is not your biological parent

* Note that the form "will be being stepped" is rarely used. To convey a future progressive passive, use the present progressive passive.

stick

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to stick
to have stuck
stuck
sticking

PASSIVE
to be stuck
to have been stuck
been stuck
being stuck

ACTIVE

SIMPLE PRESENT

stick
stick
sticks

SIMPLE PAST

stuck
stuck
stuck

SIMPLE FUTURE

will stick
will stick
will stick

PRESENT PROGRESSIVE

am sticking
are sticking
is sticking

PAST PROGRESSIVE

was sticking
were sticking
was sticking

FUTURE PROGRESSIVE

will be sticking
will be sticking
will be sticking

PRESENT PERFECT

have stuck
have stuck
has stuck

PAST PERFECT

had stuck
had stuck
had stuck

FUTURE PERFECT

will have stuck
will have stuck
will have stuck

PRESENT PERFECT PROGRESSIVE

have been sticking
have been sticking
has been sticking

PAST PERFECT PROGRESSIVE

had been sticking
had been sticking
had been sticking

FUTURE PERFECT PROGRESSIVE

will have been sticking
will have been sticking
will have been sticking

EXAMPLES:

You have to push hard because the door sticks.

She stuck the note to the refrigerator before she left for work.

If you don't put butter in the pan, the pancakes will stick.

PASSIVE

SIMPLE PRESENT

am stuck
are stuck
is stuck

SIMPLE PAST

was stuck
were stuck
was stuck

SIMPLE FUTURE

will be stuck
will be stuck
will be stuck

PRESENT PROGRESSIVE

am being stuck
are being stuck
is being stuck

PAST PROGRESSIVE

was being stuck
were being stuck
was being stuck

FUTURE PROGRESSIVE*

will be being stuck*
will be being stuck*
will be being stuck*

PRESENT PERFECT

have been stuck
have been stuck
has been stuck

PAST PERFECT

had been stuck
had been stuck
had been stuck

FUTURE PERFECT

will have been stuck
will have been stuck
will have been stuck

EXAMPLES:

We were stuck in traffic for hours.

Why am I always stuck with the worst job?

That beautiful cupboard has been stuck in that corner for years.

PRINCIPAL CONDITIONALS

PRESENT

would stick
would stick
would stick

PRESENT PROGRESSIVE

would be sticking
would be sticking
would be sticking

PRESENT PASSIVE

would be stuck
would be stuck
would be stuck

PAST

would have stuck
would have stuck
would have stuck

PAST PROGRESSIVE

would have been sticking
would have been sticking
would have been sticking

PAST PASSIVE

would have been stuck
would have been stuck
would have been stuck

EXAMPLES:

I would stick the beers in the freezer until they were cold.

The neighbors would have been stuck if we hadn't lent them our car.

stick

PRINCIPAL PARTS: stick, stuck, stuck

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	stick/sticks	simple present will + base form	<i>If I <u>stick</u> to my regular schedule, I get to work around 8:00.</i> <i>If your guest <u>sticks</u> around a little longer, I'll give him a ride home.</i>
Unreal Present/ Future	stuck	would + base form	<i>If we <u>stuck</u> to my plan, we'd have a lot of options.</i>
Unreal Past	had stuck	would have + past participle	<i>If I <u>hadn't stuck</u> the directions in your purse, you wouldn't have known how to get here.</i>

SUBJUNCTIVE

ACTIVE	stick	<i>It is important that we <u>stick</u> to the plan if we want to succeed.</i>
PASSIVE	be stuck	<i>We suggest that posters <u>be stuck</u> to the wall with a removable adhesive.</i>

PHRASAL VERBS

stick around	to stay where you are for a while longer <i>I was glad that some of my closer friends <u>stuck around</u> to help me clean up after dinner.</i>
stick to	to persist, to keep going <i>She has <u>stuck to</u> her exercise regime and has lost ten pounds.</i>
stick out	to be obvious <i>These shoes really <u>stick out</u>, don't they?</i>
stick someone with something	to leave someone with the responsibility for something <i>Mom <u>stuck me with</u> walking the dog every morning this week.</i>

IDIOMS

to stick it to someone	to make someone suffer, to punish <i>The boss really <u>stuck it to</u> us when she gave our group the hardest task.</i>
to stick to your guns	to persist in doing something even though it is difficult or others don't support it <i>I was proud when my son <u>stuck to</u> his guns even though he didn't get the support he wanted.</i>
to stick out like a sore thumb	to be obviously unlike the rest of the group <i>It turned out to be a formal party! I <u>stuck out like</u> a sore thumb in my jeans and T-shirt.</i>
to stick your neck out for someone	to chance personal risk in order to help someone else <i>Andre really <u>stuck his neck out</u> for me when he took the blame for the broken lamp.</i>

RELATED WORDS

stick-to-itiveness (n.)	the ability to keep at something even though it may not be easy
stickup (n.)	a situation in which a criminal points a gun at someone and demands money

* Note that the form "will be being stuck" is rarely used. To convey a future progressive passive, use the present progressive passive.

stop

Infinitive	ACTIVE to stop	PASSIVE to be stopped
Past Infinitive	to have stopped	to have been stopped
Past Participle	stopped	been stopped
Present Participle	stopping	being stopped

ACTIVE

I
you/we/they
he/she/it

SIMPLE PRESENT stop stop stops	SIMPLE PAST stopped stopped stopped	SIMPLE FUTURE will stop will stop will stop
PRESENT PROGRESSIVE am stopping are stopping is stopping	PAST PROGRESSIVE was stopping were stopping was stopping	FUTURE PROGRESSIVE will be stopping will be stopping will be stopping
PRESENT PERFECT have stopped have stopped has stopped	PAST PERFECT had stopped had stopped had stopped	FUTURE PERFECT will have stopped will have stopped will have stopped
PRESENT PERFECT PROGRESSIVE have been stopping have been stopping has been stopping	PAST PERFECT PROGRESSIVE had been stopping had been stopping had been stopping	FUTURE PERFECT PROGRESSIVE will have been stopping will have been stopping will have been stopping

EXAMPLES:

We always stop off at my grandparents' house on the way to the lake.

I certainly hope this noise will have stopped by the time we go to bed.

Harold and Maude have been stopping by more often recently.

PASSIVE

SIMPLE PRESENT am stopped are stopped is stopped	SIMPLE PAST was stopped were stopped was stopped	SIMPLE FUTURE will be stopped will be stopped will be stopped
PRESENT PROGRESSIVE am being stopped are being stopped is being stopped	PAST PROGRESSIVE was being stopped were being stopped was being stopped	FUTURE PROGRESSIVE* will be being stopped* will be being stopped* will be being stopped*
PRESENT PERFECT have been stopped have been stopped has been stopped	PAST PERFECT had been stopped had been stopped had been stopped	FUTURE PERFECT will have been stopped will have been stopped will have been stopped

EXAMPLES:

Thank goodness that thief was stopped before he got away with that woman's purse.

Do you know when our mail will be stopped?

The reckless driver had been stopped by the undercover police officer.

PRINCIPAL CONDITIONALS

PRESENT would stop would stop would stop	PRESENT PROGRESSIVE would be stopping would be stopping would be stopping	PRESENT PASSIVE would be stopped would be stopped would be stopped
PAST would have stopped would have stopped would have stopped	PAST PROGRESSIVE would have been stopping would have been stopping would have been stopping	PAST PASSIVE would have been stopped would have been stopped would have been stopped

EXAMPLES:

We would stop playing our music so late at night if anybody asked us to.

The criminals wouldn't have been stopped if their car hadn't malfunctioned.

stop

PRINCIPAL PARTS: stop, stopped, stopped

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Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	stop/stops	simple present	If I <u>stop</u> off at the baker's on Tuesdays, I get whole wheat bread.
		will + base form	If she <u>stops</u> studying, she won't get into medical school.
Unreal Present/ Future	stopped	would + base form	If we <u>stopped</u> for a few minutes, we'd be able to catch our breath.
Unreal Past	had stopped	would have + past participle	If I <u>had stopped</u> him from becoming a musician, he would have been miserable.

SUBJUNCTIVE

ACTIVE	stop	We propose that the party <u>stop</u> at 10:30.
PASSIVE	be stopped	It is essential that the perpetrators <u>be stopped</u> before they commit any more crimes.

PHRASAL VERBS

stop by/in/off	to make a short visit to someone's home or place of work <i>If you can stop by for a moment, I'll give you the keys to my apartment.</i>
stop over	to stay somewhere for a short time, especially during a longer trip <i>We stopped over at my aunt's house on the way to the mountains.</i>
stop up	to plug, to clog <i>The sink is all stopped up; there must be a blockage in the pipes.</i>

IDIOMS

to stop at nothing	to be willing to do anything to get what you want <i>She wanted to become a partner in her firm, and she would stop at nothing to get it.</i>
to stop dead in your tracks	to suddenly not move, especially when you are frightened <i>We heard a loud noise that stopped us dead in our tracks.</i>

RELATED WORDS

stopgap (n.)	a temporary solution
stoplight (n.)	a signal at an intersection that indicates when you need to stop and when you can go
stopover (n.)	an interruption in a longer journey
stopwatch (n.)	a timer used to see how long something takes, such as a race

* Note that the form "will be being stopped" is rarely used. To convey a future progressive passive, use the present progressive passive.

swear

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to swear
to have sworn
sworn
swearing

PASSIVE
to be sworn
to have been sworn
been sworn
being sworn

ACTIVE

SIMPLE PRESENT

swear
swear
swears

SIMPLE PAST

swore
swore
swore

SIMPLE FUTURE

will swear
will swear
will swear

PRESENT PROGRESSIVE

am swearing
are swearing
is swearing

PAST PROGRESSIVE

was swearing
were swearing
was swearing

FUTURE PROGRESSIVE

will be swearing
will be swearing
will be swearing

PRESENT PERFECT

have sworn
have sworn
has sworn

PAST PERFECT

had sworn
had sworn
had sworn

FUTURE PERFECT

will have sworn
will have sworn
will have sworn

PRESENT PERFECT PROGRESSIVE

have been swearing
have been swearing
has been swearing

PAST PERFECT PROGRESSIVE

had been swearing
had been swearing
had been swearing

FUTURE PERFECT PROGRESSIVE

will have been swearing
will have been swearing
will have been swearing

EXAMPLES:

I swear I won't do it again!

The cashier swore that she hadn't taken the money.

The defendant had sworn to tell the truth.

PASSIVE

SIMPLE PRESENT

am sworn
are sworn
is sworn

SIMPLE PAST

was sworn
were sworn
was sworn

SIMPLE FUTURE

will be sworn
will be sworn
will be sworn

PRESENT PROGRESSIVE

am being sworn
are being sworn
is being sworn

PAST PROGRESSIVE

was being sworn
were being sworn
was being sworn

FUTURE PROGRESSIVE*

will be being sworn*
will be being sworn*
will be being sworn*

PRESENT PERFECT

have been sworn
have been sworn
has been sworn

PAST PERFECT

had been sworn
had been sworn
had been sworn

FUTURE PERFECT

will have been sworn
will have been sworn
will have been sworn

EXAMPLES:

The president of the United States is sworn in by the chief justice of the Supreme Court.

The defendant was sworn in by the bailiff.

Certain foods had been sworn off by the athletes.

PRINCIPAL CONDITIONALS

PRESENT

would swear
would swear
would swear

PRESENT PROGRESSIVE

would be swearing
would be swearing
would be swearing

PRESENT PASSIVE

would be sworn
would be sworn
would be sworn

PAST

would have sworn
would have sworn
would have sworn

PAST PROGRESSIVE

would have been swearing
would have been swearing
would have been swearing

PAST PASSIVE

would have been sworn
would have been sworn
would have been sworn

EXAMPLES:

I would swear that he told me he lived in this neighborhood.

The kids would have sworn if their mother hadn't been there.

swear

PRINCIPAL PARTS: swear, swore, sworn

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	swear/swears	simple present	If I <u>swear</u> in front of my mother, she gets angry.
		will + base form	If she <u>swears</u> at me again, I'll call the police.
Unreal Present/ Future	swore	would + base form	If he <u>swore</u> his product worked, I would be convinced to buy it.
Unreal Past	had sworn	would have + past participle	If I <u>had sworn</u> off sweets, I wouldn't have been able to have any of your delicious cake.

SUBJUNCTIVE

ACTIVE	swear	We recommend that you <u>swear</u> off coffee, cigarettes, and alcohol.
PASSIVE	be sworn	It is required by law that each witness <u>be sworn</u> in.

PHRASAL VERBS

swear by (something or someone)	to insist that something works or is valuable <i>I don't like Tony's dentist, but Tony swears by her.</i>
swear (someone) in	to make someone promise to perform a duty, such as in an official job <i>As soon as the new mayor was sworn in, he decided to start making changes to policy.</i>
swear off	to give up something, usually a bad habit <i>Jim swore off drinking for the rest of the semester after going out every night for a week.</i>

IDIOMS

to swear up and down	to insist that something is true <i>He swore up and down that he had never seen the document that was missing.</i>
to swear someone to secrecy	to make someone promise not to tell anyone about something <i>I thought it was a little exaggerated, but Anita swore me to secrecy before she would tell me who she was dating.</i>

RELATED WORDS

swearword (n.)	an offensive word, an expletive
swearing-in (n.)	a ceremony in which someone takes an oath to serve in office

* Note that the form "will be being sworn" is rarely used. To convey a future progressive passive, use the present progressive passive.

take

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to take
to have taken
taken
taking

PASSIVE
to be taken
to have been taken
been taken
being taken

ACTIVE

SIMPLE PRESENT

take
take
takes

SIMPLE PAST

took
took
took

SIMPLE FUTURE

will take
will take
will take

PRESENT PROGRESSIVE

am taking
are taking
is taking

PAST PROGRESSIVE

was taking
were taking
was taking

FUTURE PROGRESSIVE

will be taking
will be taking
will be taking

PRESENT PERFECT

have taken
have taken
has taken

PAST PERFECT

had taken
had taken
had taken

FUTURE PERFECT

will have taken
will have taken
will have taken

PRESENT PERFECT PROGRESSIVE

have been taking
have been taking
has been taking

PAST PERFECT PROGRESSIVE

had been taking
had been taking
had been taking

FUTURE PERFECT PROGRESSIVE

will have been taking
will have been taking
will have been taking

EXAMPLES:

They are taking a class in art history at Columbia University.

I will be taking the children to the park around 3:00 if you want to join us.

Have you taken any of the books in the basement? You're welcome to them.

PASSIVE

SIMPLE PRESENT

am taken
are taken
is taken

SIMPLE PAST

was taken
were taken
was taken

SIMPLE FUTURE

will be taken
will be taken
will be taken

PRESENT PROGRESSIVE

am being taken
are being taken
is being taken

PAST PROGRESSIVE

was being taken
were being taken
was being taken

FUTURE PROGRESSIVE*

will be being taken*
will be being taken*
will be being taken*

PRESENT PERFECT

have been taken
have been taken
has been taken

PAST PERFECT

had been taken
had been taken
had been taken

FUTURE PERFECT

will have been taken
will have been taken
will have been taken

EXAMPLES:

I'm afraid that I was taken advantage of when I bought this car.

When I started there, the school was being taken over by new owners.

By the end of the match, the young player had been taken down a peg or two.

PRINCIPAL CONDITIONALS

PRESENT

would take
would take
would take

PRESENT PROGRESSIVE

would be taking
would be taking
would be taking

PRESENT PASSIVE

would be taken
would be taken
would be taken

PAST

would have taken
would have taken
would have taken

PAST PROGRESSIVE

would have been taking
would have been taking
would have been taking

PAST PASSIVE

would have been taken
would have been taken
would have been taken

EXAMPLES:

They would have taken the bus if the route were more direct.

The medicine would have been taken if the nurses had left it where it could be found.

take

PRINCIPAL PARTS: take, took, taken

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	take/takes	simple present	If we <u>take</u> a vacation in the summer, we usually go to the Caribbean.
		will + base form	If it <u>takes</u> them three hours, they won't be here until midnight.
Unreal Present/ Future	took	would + base form	If he <u>took</u> more time, he would do a better job.
Unreal Past	had taken	would have + past participle	If the hurricane <u>had taken</u> our house, we wouldn't have had anywhere to go.

SUBJUNCTIVE

ACTIVE	take	<i>I advise that she <u>take</u> only the classes necessary to graduate.</i>
PASSIVE	be taken	<i>We recommend that the medicine <u>be taken</u> with meals.</i>

PHRASAL VERBS

take advantage of (someone or something)	to use someone or something for your own benefit <i>The hotel manager took advantage of the tourists by charging them more than the room was worth.</i>
take after (someone)	to resemble someone in appearance and/or behavior <i>My son takes after his father in his dislike for social events.</i>
take (someone) in	to house or take care of someone in need of help <i>My aunt took us in when our house was flooded during the hurricane season last year.</i>
take (something) out	to dispose of something, to remove something <i>Tommy always takes out the trash after dinner, and I do the dishes.</i>
take over	to assume control of something <i>When the dictatorship ended, the interim president took over.</i>
take on (something)	to accept a challenging responsibility <i>He took on the new job even though he was already quite busy.</i>

IDIOMS

to take a break	to rest for a short period of time <i>We always take a break from 10:00 to 10:30.</i>
to take it or leave it	to accept something as is or not at all <i>My customer didn't want to pay so much for the item, but I told him to take it or leave it.</i>
to take (someone or something) for granted	to not appreciate the real value of someone or something <i>We took our boss for granted until she was promoted and we couldn't find a decent replacement.</i>
to take into consideration	to consider <i>Your letters of recommendation will be taken into consideration, as will your grade point average.</i>
to take your time	to do something at your own pace <i>We felt like we needed to finish the presentation, but our advisor told us to take our time.</i>

RELATED WORDS

takeout (n./adj.)	food that will be eaten outside of the restaurant where it was purchased
takeover (n.)	the act of assuming control of a country or company
takeoff (n.)	the moment when an airplane leaves the ground
taker (n.)	a person who accepts an offer

* Note that the form "will be being taken" is rarely used. To convey a future progressive passive, use the present progressive passive.

talk

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to talk
to have talked
talked
talking

PASSIVE
to be talked
to have been talked
been talked
being talked

ACTIVE

I
you/we/they
he/she/it

SIMPLE PRESENT

talk
talk
talks

SIMPLE PAST

talked
talked
talked

SIMPLE FUTURE

will talk
will talk
will talk

PRESENT PROGRESSIVE

am talking
are talking
is talking

PAST PROGRESSIVE

was talking
were talking
was talking

FUTURE PROGRESSIVE

will be talking
will be talking
will be talking

PRESENT PERFECT

have talked
have talked
has talked

PAST PERFECT

had talked
had talked
had talked

FUTURE PERFECT

will have talked
will have talked
will have talked

PRESENT PERFECT PROGRESSIVE

have been talking
have been talking
has been talking

PAST PERFECT PROGRESSIVE

had been talking
had been talking
had been talking

FUTURE PERFECT PROGRESSIVE

will have been talking
will have been talking
will have been talking

EXAMPLES:

We talk about all of the people we know in common whenever we see each other.

What do you think Mom and Dad are talking about? They've been in there for hours.

Patrick talked to me about his experiences in the war.

PASSIVE

SIMPLE PRESENT

am talked
are talked
is talked

SIMPLE PAST

was talked
were talked
was talked

SIMPLE FUTURE

will be talked
will be talked
will be talked

PRESENT PROGRESSIVE

am being talked
are being talked
is being talked

PAST PROGRESSIVE

was being talked
were being talked
was being talked

FUTURE PROGRESSIVE*

will be being talked*
will be being talked*
will be being talked*

PRESENT PERFECT

have been talked
have been talked
has been talked

PAST PERFECT

had been talked
had been talked
had been talked

FUTURE PERFECT

will have been talked
will have been talked
will have been talked

EXAMPLES:

The kids are being talked to by the principal.

The recent marriage was all that was being talked about at the social last night.

This issue has already been talked about at length. Let's move on.

PRINCIPAL CONDITIONALS

PRESENT

would talk
would talk
would talk

PRESENT PROGRESSIVE

would be talking
would be talking
would be talking

PRESENT PASSIVE

would be talked
would be talked
would be talked

PAST

would have talked
would have talked
would have talked

PAST PROGRESSIVE

would have been talking
would have been talking
would have been talking

PAST PASSIVE

would have been talked
would have been talked
would have been talked

EXAMPLES:

Would you talk to the kids about making so much noise in the basement?

Henry would have talked to you sooner if he had had your number.

talk

PRINCIPAL PARTS: talk, talked, talked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	talk/talks	simple present	If I <u>talk</u> to the neighbors, I get stuck for half an hour at least.
		will + base form	If she <u>talks</u> some sense into him, he'll be the better for it.
Unreal Present/ Future	talked	would + base form	If we <u>talked</u> to your mom more often, she wouldn't be so angry with us.
Unreal Past	had talked	would have + past participle	If you <u>had talked</u> to the security guard before trying to get in, she wouldn't have called the police.

SUBJUNCTIVE

ACTIVE	talk	<i>It is important that the teacher <u>talk</u> to each student individually.</i>
PASSIVE	be talked	<i>We request that each child <u>be talked</u> to about what is expected of him or her.</i>

PHRASAL VERBS

talk (someone) into (something)	to convince someone of something <i>Natascha didn't want to take the assistant director position, but her boss <u>talked</u> her into it.</i>
talk (something) over	to discuss something carefully <i>Shouldn't we <u>talk</u> this over carefully before we make any decisions?</i>
talk over (something or someone)	to speak louder than something or someone else <i>I'm sorry this place is so loud; we'll just have to <u>talk over</u> the music.</i>
talk (something) up	to say positive things about something <i>We really want to see that movie, especially since Carolyn has been <u>talk</u>ing it up for weeks.</i>
talk down to (someone)	to speak to someone in a way that shows you believe he or she is less intelligent than you <i>I can't stand the way he <u>talks</u> down to his wife. I don't know how she <u>puts</u> up with it.</i>
talk (someone) out of (something)	to convince someone that something is not a good idea <i>We were going to go to Egypt but the travel agent <u>talked</u> us out of it. He convinced us to wait until winter, when the temperatures aren't as high.</i>

IDIOMS

to talk a mile a minute	to speak very quickly <i>All of the characters in the movie <u>talked</u> a mile a minute. I couldn't understand anything.</i>
to talk up a storm	to speak a lot <i>The rest of us were tired, but we sat and listened as Ben <u>talked</u> up a storm last night.</i>
to talk shop	to speak about things related to the workplace especially when not at work <i>Are you guys going to <u>talk</u> shop all night? How boring!</i>
to talk the talk	to speak as if you know how to do something well <i>I don't know if Charles is any good at politics, but he certainly <u>talks</u> the talk.</i>
to talk some/any sense into someone	to try to make someone see the mistake he or she is making <i>He wants to drop out of college with only one semester left, and I can't seem to <u>talk</u> any sense into him.</i>

RELATED WORDS

walkie-talkie (n.)	a device that is used to communicate with others over short distances
talking book (n.)	a book that has been recorded on tape or CD
talking-to (n.)	a scolding

* Note that the form "will be being talked" is rarely used. To convey a future progressive passive, use the present progressive passive.

teach

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to teach
to have taught
taught
teaching

PASSIVE
to be taught
to have been taught
been taught
being taught

ACTIVE

SIMPLE PRESENT
teach
teach
teaches

SIMPLE PAST
taught
taught
taught

SIMPLE FUTURE
will teach
will teach
will teach

PRESENT PROGRESSIVE
am teaching
are teaching
is teaching

PAST PROGRESSIVE
was teaching
were teaching
was teaching

FUTURE PROGRESSIVE
will be teaching
will be teaching
will be teaching

PRESENT PERFECT
have taught
have taught
has taught

PAST PERFECT
had taught
had taught
had taught

FUTURE PERFECT
will have taught
will have taught
will have taught

PRESENT PERFECT PROGRESSIVE
have been teaching
have been teaching
has been teaching

PAST PERFECT PROGRESSIVE
had been teaching
had been teaching
had been teaching

FUTURE PERFECT PROGRESSIVE
will have been teaching
will have been teaching
will have been teaching

EXAMPLES:

She teaches the second grade at our old elementary school.

By the end of the semester, our professor will have taught us all about transnational migration in the twentieth century.

I'm teaching her how to tie her shoelaces.

PASSIVE

SIMPLE PRESENT
am taught
are taught
is taught

SIMPLE PAST
was taught
were taught
was taught

SIMPLE FUTURE
will be taught
will be taught
will be taught

PRESENT PROGRESSIVE
am being taught
are being taught
is being taught

PAST PROGRESSIVE
was being taught
were being taught
was being taught

FUTURE PROGRESSIVE*
will be being taught*
will be being taught*
will be being taught*

PRESENT PERFECT
have been taught
have been taught
has been taught

PAST PERFECT
had been taught
had been taught
had been taught

FUTURE PERFECT
will have been taught
will have been taught
will have been taught

EXAMPLES:

The students are being taught their ABC's.

German wasn't taught in our school; French and Spanish were taught instead.

They asked Jim to cook Thanksgiving dinner because he had been taught how to cook by a four-star chef.

PRINCIPAL CONDITIONALS

PRESENT
would teach
would teach
would teach

PRESENT PROGRESSIVE
would be teaching
would be teaching
would be teaching

PRESENT PASSIVE
would be taught
would be taught
would be taught

PAST
would have taught
would have taught
would have taught

PAST PROGRESSIVE
would have been teaching
would have been teaching
would have been teaching

PAST PASSIVE
would have been taught
would have been taught
would have been taught

EXAMPLES:

I would be teaching economics this semester if I weren't on sabbatical.

If we had the resources to buy more equipment, computer science would be taught in all of our schools.

I
you/we/they
he/she/it

teach

PRINCIPAL PARTS: teach, taught, taught

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	teach/teaches	simple present	<i>If she <u>teaches</u> history, she knows a lot about the Second World War.</i>
		will + base form	<i>If I <u>teach</u> you how to play guitar, you'll never want to stop.</i>
Unreal Present/	taught	would + base form	<i>If they <u>taught</u> at that college, they would have better salaries.</i>
Unreal Past	had taught	would have + past participle	<i>If you <u>had taught</u> me how to cook, I would have eaten better when I lived on my own.</i>

SUBJUNCTIVE

ACTIVE	teach	<i>It is important that we <u>teach</u> life skills along with other subjects in schools.</i>
PASSIVE	be taught	<i>It is crucial that every child <u>be taught</u> how to read.</i>

IDIOMS

You can't teach an old dog new tricks.	an expression meaning you can't change someone's habits or behavior <i>I try to tell him not to chew with his mouth open, but I guess you can't teach an old dog new tricks.</i>
--	---

RELATED WORDS

teacher (n.)	someone who educates
--------------	----------------------

* Note that the form "will be being taught" is rarely used. To convey a future progressive passive, use the present progressive passive.

tear

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to tear
to have torn
torn
tearing

PASSIVE
to be torn
to have been torn
been torn
being torn

ACTIVE

SIMPLE PRESENT

tear
tear
tears

SIMPLE PAST

tore
tore
tore

SIMPLE FUTURE

will tear
will tear
will tear

PRESENT PROGRESSIVE

am tearing
are tearing
is tearing

PAST PROGRESSIVE

was tearing
were tearing
was tearing

FUTURE PROGRESSIVE

will be tearing
will be tearing
will be tearing

PRESENT PERFECT

have torn
have torn
has torn

PAST PERFECT

had torn
had torn
had torn

FUTURE PERFECT

will have torn
will have torn
will have torn

PRESENT PERFECT PROGRESSIVE

have been tearing
have been tearing
has been tearing

PAST PERFECT PROGRESSIVE

had been tearing
had been tearing
had been tearing

FUTURE PERFECT PROGRESSIVE

will have been tearing
will have been tearing
will have been tearing

EXAMPLES:

Tear a piece of the bread off and tell me if you like it.

A nail on the chair tore a hole in my favorite jeans.

The decision had been tearing her apart.

PASSIVE

SIMPLE PRESENT

am torn
are torn
is torn

SIMPLE PAST

was torn
were torn
was torn

SIMPLE FUTURE

will be torn
will be torn
will be torn

PRESENT PROGRESSIVE

am being torn
are being torn
is being torn

PAST PROGRESSIVE

was being torn
were being torn
was being torn

FUTURE PROGRESSIVE*

will be being torn*
will be being torn*
will be being torn*

PRESENT PERFECT

have been torn
have been torn
has been torn

PAST PERFECT

had been torn
had been torn
had been torn

FUTURE PERFECT

will have been torn
will have been torn
will have been torn

EXAMPLES:

Ronald was torn between going to two different concerts on Friday.

When I walked into the room, my lottery ticket was being torn up by the dog.

The pants were brand new but had been torn in both knees.

PRINCIPAL CONDITIONALS

PRESENT

would tear
would tear
would tear

PRESENT PROGRESSIVE

would be tearing
would be tearing
would be tearing

PRESENT PASSIVE

would be torn
would be torn
would be torn

PAST

would have torn
would have torn
would have torn

PAST PROGRESSIVE

would have been tearing
would have been tearing
would have been tearing

PAST PASSIVE

would have been torn
would have been torn
would have been torn

EXAMPLES:

I would tear up that document if I were you.

If I had to make the decision today, I would be torn.

tear

PRINCIPAL PARTS: tear, tore, torn

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	tear/tears	simple present will + base form	<i>If I <u>tear</u> him away from the TV, he forgets about the program quickly.</i> <i>If Doug <u>tears</u> through all of the books like he did with the last one, he'll have no problem passing this class.</i>
Unreal Present/ Future	tore	would + base form	<i>If we <u>tore</u> into this fresh loaf of bread, Mom would get angry.</i>
Unreal Past	had torn	would have + past participle	<i>If the player <u>had torn</u> a ligament, he would have been out for the season.</i>

SUBJUNCTIVE

ACTIVE	tear	<i>We ask that the workers <u>tear</u> out the carpeting in all of the bedrooms.</i>
PASSIVE	be torn	<i>We require that the ticket stub <u>be torn</u> off before the moviegoer enters the theater.</i>

PHRASAL VERBS

tear (someone) away	to convince someone to stop doing an activity that he or she is involved in <i>We could barely <u>tear</u> the kids away from the television so that we could go to the beach.</i>
tear (something or someone) down	to destroy, to bring down <i>They <u>tore</u> the house down after years of neglect.</i>
tear (something) out	to remove something from where it is fixed <i>They began cleaning up the garden by <u>tearing</u> out all of the weeds that had grown over the summer.</i>
tear (someone) up	to be extremely upsetting to someone <i>The breakup is <u>tearing</u> her up.</i>
tear into	to eviscerate, to abuse <i>He <u>tore</u> into us for taking the car without asking permission.</i>

IDIOMS

to tear your hair out	to be extremely upset or anxious about something <i>Can you <u>help</u> her with her move? She's <u>tearing</u> her hair out.</i>
to tear somebody limb from limb	to physically harm someone in a violent way <i>If my brother ever saw my ex-boyfriend he would <u>tear</u> him limb from limb.</i>
to be torn	to not be able to decide between two options <i>The student was <u>torn</u> between taking a class with a well-respected professor and taking a class that he was especially interested in.</i>

RELATED WORDS

torn up (adj.)	upset
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* Note that the form "will be being torn" is rarely used. To convey a future progressive passive, use the present progressive passive.

tell

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to tell
to have told
told
telling

PASSIVE
to be told
to have been told
been told
being told

ACTIVE

SIMPLE PRESENT

tell
tell
tells

SIMPLE PAST

told
told
told

SIMPLE FUTURE

will tell
will tell
will tell

PRESENT PROGRESSIVE

am telling
are telling
is telling

PAST PROGRESSIVE

was telling
were telling
was telling

FUTURE PROGRESSIVE

will be telling
will be telling
will be telling

PRESENT PERFECT

have told
have told
has told

PAST PERFECT

had told
had told
had told

FUTURE PERFECT

will have told
will have told
will have told

PRESENT PERFECT PROGRESSIVE

have been telling
have been telling
has been telling

PAST PERFECT PROGRESSIVE

had been telling
had been telling
had been telling

FUTURE PERFECT PROGRESSIVE

will have been telling
will have been telling
will have been telling

EXAMPLES:

The author will be telling stories at 10:00 this morning at a coffee shop in the neighborhood.

Did you tell me the truth?

We had been telling her to go to the doctor for months.

PASSIVE

SIMPLE PRESENT

am told
are told
is told

SIMPLE PAST

was told
were told
was told

SIMPLE FUTURE

will be told
will be told
will be told

PRESENT PROGRESSIVE

am being told
are being told
is being told

PAST PROGRESSIVE

was being told
were being told
was being told

FUTURE PROGRESSIVE*

will be being told*
will be being told*
will be being told*

PRESENT PERFECT

have been told
have been told
has been told

PAST PERFECT

had been told
had been told
had been told

FUTURE PERFECT

will have been told
will have been told
will have been told

EXAMPLES:

I was told to bring my social security card and birth certificate to the receptionist.

The same story had been told to me by my grandmother and now I was telling it to my daughter.

PRINCIPAL CONDITIONALS

PRESENT

would tell
would tell
would tell

PRESENT PROGRESSIVE

would be telling
would be telling
would be telling

PRESENT PASSIVE

would be told
would be told
would be told

PAST

would have told
would have told
would have told

PAST PROGRESSIVE

would have been telling
would have been telling
would have been telling

PAST PASSIVE

would have been told
would have been told
would have been told

EXAMPLES:

Would you tell the waiter that we need another bottle of wine?

I would have told you about the meeting if I had thought you would be interested.

tell

PRINCIPAL PARTS: tell, told, told

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	tell/tells	simple present will + base form	<i>If I tell him to leave ten minutes before we need to, we usually leave on time.</i> <i>If he tells his coworkers his idea, they'll be very pleased.</i>
Unreal Present/ Future	told	would + base form	<i>If we told them what we thought, they'd feel more comfortable.</i>
Unreal Past	had told	would have + past participle	<i>If I had told you to clean the kitchen, you would have cleaned the entire house.</i>

SUBJUNCTIVE

ACTIVE	tell	<i>We ask that the pilot tell the passengers what they should expect during the flight.</i>
PASSIVE	be told	<i>It is important that he be told the truth so we don't get into any trouble.</i>

PHRASAL VERBS

tell (someone) off	to explain to someone in an angry way what you think he or she has done wrong <i>My boss told me off for leaving work without letting him know.</i>
tell on (someone)	to alert a person of authority, such as parents or teachers, when someone has done something that he or she shouldn't have <i>I can't believe my sister told on me for smoking in the house. Now my parents won't let me go out this weekend.</i>

IDIOMS

to tell a lie	to deceive, to be dishonest <i>I can always tell when you're telling a lie because you begin to stutter.</i>
to tell the truth	to be honest <i>I don't want to hang out with Frances anymore because I never know when she's telling the truth.</i>
to tell it like it is	to explain something honestly <i>We need to have a meeting with the boss and tell it like it is.</i>

RELATED WORDS

teller (n.)	a person who works in a bank and does basic transactions for customers
fortune-teller (n.)	a person who predicts someone's future

* Note that the form "will be being told" is rarely used. To convey a future progressive passive, use the present progressive passive.

think

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to think
to have thought
thought
thinking

PASSIVE
to be thought
to have been thought
been thought
being thought

ACTIVE

SIMPLE PRESENT

think
think
thinks

SIMPLE PAST

thought
thought
thought

SIMPLE FUTURE

will think
will think
will think

PRESENT PROGRESSIVE

am thinking
are thinking
is thinking

PAST PROGRESSIVE

was thinking
were thinking
was thinking

FUTURE PROGRESSIVE

will be thinking
will be thinking
will be thinking

PRESENT PERFECT

have thought
have thought
has thought

PAST PERFECT

had thought
had thought
had thought

FUTURE PERFECT

will have thought
will have thought
will have thought

PRESENT PERFECT PROGRESSIVE

have been thinking
have been thinking
has been thinking

PAST PERFECT PROGRESSIVE

had been thinking
had been thinking
had been thinking

FUTURE PERFECT PROGRESSIVE

will have been thinking
will have been thinking
will have been thinking

EXAMPLES:

I thought you said that you were coming with us.

I have been thinking, isn't it time to take a vacation?

Will you be thinking about Sarah when she leaves?

PASSIVE

SIMPLE PRESENT

am thought
are thought
is thought

SIMPLE PAST

was thought
were thought
was thought

SIMPLE FUTURE

will be thought
will be thought
will be thought

PRESENT PROGRESSIVE

am being thought
are being thought
is being thought

PAST PROGRESSIVE

was being thought
were being thought
was being thought

FUTURE PROGRESSIVE*

will be being thought*
will be being thought*
will be being thought*

PRESENT PERFECT

have been thought
have been thought
has been thought

PAST PERFECT

had been thought
had been thought
had been thought

FUTURE PERFECT

will have been thought
will have been thought
will have been thought

EXAMPLES:

He is thought to be one of the top physicians in his field.

Several options had been thought about until a final decision was made.

PRINCIPAL CONDITIONALS

PRESENT

would think
would think
would think

PRESENT PROGRESSIVE

would be thinking
would be thinking
would be thinking

PRESENT PASSIVE

would be thought
would be thought
would be thought

PAST

would have thought
would have thought
would have thought

PAST PROGRESSIVE

would have been thinking
would have been thinking
would have been thinking

PAST PASSIVE

would have been thought
would have been thought
would have been thought

EXAMPLES:

What would you think if I told you I was going to change majors in college?

I never would have thought that he was interested in gardening.

think

PRINCIPAL PARTS: think, thought, thought

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	think/thinks	simple present	If I <u>think</u> about it too much, I get a headache.
		will + base form	If she <u>thinks</u> he is going to agree, she'll definitely be surprised by his answer.
Unreal Present/ Future	thought	would + base form	If we <u>thought</u> that it was a good idea, we would do it.
Unreal Past	had thought	would have + past participle	If I <u>had thought</u> more about how expensive it is to live here, I wouldn't have made the move.

SUBJUNCTIVE

ACTIVE	think	<i>It is important that you <u>think</u> carefully about this.</i>
PASSIVE	be thought	<i>It is requested that a new solution <u>be thought</u> of.</i>

PHRASAL VERBS

think about	to consider <i>I'm not sure if I'll take guitar lessons, but I'm thinking about it.</i>
think through	to think carefully about what may happen based on a decision you make <i>You can drop out of school, but you need to think it through.</i>
think up	to come up with a new idea <i>The theme for our dance is really stupid. We'll have to think up a new idea.</i>

IDIOMS

to think before you act	to take your time and consider all options before taking action or a making a decision <i>Think before you act; that way you might be able to avoid a bad decision.</i>
to think on your feet	to respond quickly in a situation without taking time to prepare your response <i>If you want to be a trader in the stock exchange, you have to be able to think on your feet.</i>
to be lost in thought	to be thinking deeply about something <i>I'm sorry. I didn't hear what you said; I was lost in thought.</i>
to think it over	to consider something carefully <i>It's a big decision. I'll have to think it over and let you know.</i>

RELATED WORDS

unthinkable (adj.)	impossible to imagine
thinker (n.)	a person who spends a lot of time in thought
well-thought-of (adj.)	respected
think tank (n.)	a group of people with knowledge in a specific field that are hired by a government or political organization to give advice

* Note that the form "will be being thought" is rarely used. To convey a future progressive passive, use the present progressive passive.

throw

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to throw
to have thrown
thrown
throwing

PASSIVE
to be thrown
to have been thrown
been thrown
being thrown

ACTIVE

SIMPLE PRESENT

throw
throw
throws

SIMPLE PAST

threw
threw
threw

SIMPLE FUTURE

will throw
will throw
will throw

PRESENT PROGRESSIVE

am throwing
are throwing
is throwing

PAST PROGRESSIVE

was throwing
were throwing
was throwing

FUTURE PROGRESSIVE

will be throwing
will be throwing
will be throwing

PRESENT PERFECT

have thrown
have thrown
has thrown

PAST PERFECT

had thrown
had thrown
had thrown

FUTURE PERFECT

will have thrown
will have thrown
will have thrown

PRESENT PERFECT PROGRESSIVE

have been throwing
have been throwing
has been throwing

PAST PERFECT PROGRESSIVE

had been throwing
had been throwing
had been throwing

FUTURE PERFECT PROGRESSIVE

will have been throwing
will have been throwing
will have been throwing

EXAMPLES:

She throws with her left hand.

Peter threw out his back when he was trying to move the couch.

The Pedersens will be throwing a big party for Eva's sixtieth birthday.

PASSIVE

SIMPLE PRESENT

am thrown
are thrown
is thrown

SIMPLE PAST

was thrown
were thrown
was thrown

SIMPLE FUTURE

will be thrown
will be thrown
will be thrown

PRESENT PROGRESSIVE

am being thrown
are being thrown
is being thrown

PAST PROGRESSIVE

was being thrown
were being thrown
was being thrown

FUTURE PROGRESSIVE*

will be being thrown*
will be being thrown*
will be being thrown*

PRESENT PERFECT

have been thrown
have been thrown
has been thrown

PAST PERFECT

had been thrown
had been thrown
had been thrown

FUTURE PERFECT

will have been thrown
will have been thrown
will have been thrown

EXAMPLES:

The leaflets were thrown from a small airplane flying over the city.

That blender will be thrown away with the rest of the junk in the house unless you want it.

PRINCIPAL CONDITIONALS

PRESENT

would throw
would throw
would throw

PRESENT PROGRESSIVE

would be throwing
would be throwing
would be throwing

PRESENT PASSIVE

would be thrown
would be thrown
would be thrown

PAST

would have thrown
would have thrown
would have thrown

PAST PROGRESSIVE

would have been throwing
would have been throwing
would have been throwing

PAST PASSIVE

would have been thrown
would have been thrown
would have been thrown

EXAMPLES:

Would you throw the leftover food in the garbage can please?

He would have thrown the ball to you but he thought you weren't playing.

throw

PRINCIPAL PARTS: throw, threw, thrown

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	throw/throws	simple present	If my mom <u>throws</u> away my stuff, I get really angry.
Unreal Present/ Future	threw	will + base form would + base form	If I <u>threw</u> you the keys, will you open the car? If we <u>threw</u> a party, the guy you're interested in would surely come.
Unreal Past	had thrown	would have + past participle	If you <u>had thrown</u> in the towel months ago when you wanted to, you wouldn't have come in first place in the competition.

SUBJUNCTIVE

ACTIVE	throw	He asked that we <u>throw</u> a party in his memory.
PASSIVE	be thrown	We recommend that all expired products <u>be thrown</u> away.

PHRASAL VERBS

throw away	to dispose of <i>Don't throw away the opportunity to see The Producers if you can get tickets.</i>
throw off	to confuse or misdirect <i>The smell of an unusual perfume threw off the detectives, but they soon found out who the murderer was.</i>
throw out	to dispose of, or to dismiss someone from an organization, such as a school <i>Do you mind throwing out the trash?</i>
throw together	to prepare something at the last minute <i>I know we weren't planning on having dinner here, but I'd be happy to throw something together.</i>
throw up	to vomit <i>Several of us threw up after eating at the restaurant across the street.</i>

IDIOMS

to throw the baby out with the bathwater	to give up completely on something instead of trying to salvage the parts that might still work <i>The idea of a new hospital is good even if these plans are not the best. Don't throw the baby out with the bathwater by giving up on it altogether.</i>
to throw someone a curveball	to surprise someone <i>He really threw me a curveball when he said he was married.</i>
to throw a wrench into something	to hinder the progress of something <i>The car breaking down threw a wrench into our plans, as we had wanted to leave first thing the next morning.</i>
to throw in the towel	to give up <i>Studying medicine is so difficult for me. Some days I just want to throw in the towel.</i>

RELATED WORDS

throw rug (n.)	a small area rug
to overthrow (v.)	to take power from
a stone's throw away (n.)	a very close distance

* Note that the form "will be being thrown" is rarely used. To convey a future progressive passive, use the present progressive passive.

tie

Infinitive	ACTIVE to tie	PASSIVE to be tied
Past Infinitive	to have tied	to have been tied
Past Participle	tied	been tied
Present Participle	tying	being tied

ACTIVE

SIMPLE PRESENT

tie
tie
ties

SIMPLE PAST

tied
tied
tied

SIMPLE FUTURE

will tie
will tie
will tie

PRESENT PROGRESSIVE

am tying
are tying
is tying

PAST PROGRESSIVE

was tying
were tying
was tying

FUTURE PROGRESSIVE

will be tying
will be tying
will be tying

PRESENT PERFECT

have tied
have tied
has tied

PAST PERFECT

had tied
had tied
had tied

FUTURE PERFECT

will have tied
will have tied
will have tied

PRESENT PERFECT PROGRESSIVE

have been tying
have been tying
has been tying

PAST PERFECT PROGRESSIVE

had been tying
had been tying
had been tying

FUTURE PERFECT PROGRESSIVE

will have been tying
will have been tying
will have been tying

EXAMPLES:

Anton was tying his tie but needed somebody to help him.

The sailor tied the rope around the pylon on the pier.

Jim and Sam had tied one on the night before and were recovering from a bangover.

PASSIVE

SIMPLE PRESENT

am tied
are tied
is tied

SIMPLE PAST

was tied
were tied
was tied

SIMPLE FUTURE

will be tied
will be tied
will be tied

PRESENT PROGRESSIVE

am being tied
are being tied
is being tied

PAST PROGRESSIVE

was being tied
were being tied
was being tied

FUTURE PROGRESSIVE*

will be being tied*
will be being tied*
will be being tied*

PRESENT PERFECT

have been tied
have been tied
has been tied

PAST PERFECT

had been tied
had been tied
had been tied

FUTURE PERFECT

will have been tied
will have been tied
will have been tied

EXAMPLES:

Mr. Hyde will be tied up for hours. Can you call back tomorrow?

She was tied up in knots trying to make a decision about what to do with her children.

The boat had been tied to the tow boat that brought it to shore.

PRINCIPAL CONDITIONALS

PRESENT

would tie
would tie
would tie

PRESENT PROGRESSIVE

would be tying
would be tying
would be tying

PRESENT PASSIVE

would be tied
would be tied
would be tied

PAST

would have tied
would have tied
would have tied

PAST PROGRESSIVE

would have been tying
would have been tying
would have been tying

PAST PASSIVE

would have been tied
would have been tied
would have been tied

EXAMPLES:

They would tie the knot now if they were ever going to get married.

If I took that job, I would be tied to a nine-to-five schedule, which is not what I want.

tie

PRINCIPAL PARTS: tie, tied, tied

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	tie/ties	simple present	<i>If I tie my son's shoes with a double knot, they don't come untied as often.</i>
		will + base form	<i>If you tie her down, she'll pull out of the deal completely.</i>
Unreal Present/ Future	tied	would + base form	<i>If you tied your shoes tighter to begin with, they wouldn't come undone every five minutes.</i>
Unreal Past	had tied	would have + past participle	<i>If the action in the first act had tied in more clearly to the second act, the play would have gotten better reviews.</i>

SUBJUNCTIVE

ACTIVE	tie	<i>It is important that we tie up all loose ends.</i>
PASSIVE	be tied	<i>It is required that the newspapers be tied in a bundle before they are placed outside for recycling.</i>

PHRASAL VERBS

tie (someone) down	to stop someone from doing things that he or she wants to do <i>I would love to have a dog, but having one would tie me down and I wouldn't be able to travel.</i>
tie in	to connect to something else <i>I think that the story about the new religious group will tie in to our story about spirituality in America.</i>
tie (someone or something) up	to use rope or some other sort of cord to attach things together, or force someone to stay where he or she is <i>The bank robbers tied up the security guard so that he couldn't move while they got into the safe.</i>

IDIOMS

to tie yourself up in knots	to become confused or worried about something <i>I don't know why she always ties herself up in knots when her family comes to visit.</i>
to tie the knot	to get married <i>So you two, when are you going to tie the knot?</i>
to tie one on	to drink excessive amounts of alcohol <i>Jimmy went out with his old law school buddies and tied one on.</i>
to be tied up	to be busy <i>I'm sorry that I couldn't get back to you earlier; I was tied up.</i>
my hands are tied	an expression used when you are unable to do anything about a situation that someone else wants you to change <i>Mr. Carlson would love to give you a better price on the car but his hands are tied.</i>

RELATED WORDS

tie (n.)	a piece of clothing usually worn by a man that goes around the neck with a knot below the chin
----------	--

* Note that the form "will be being tied" is rarely used. To convey a future progressive passive, use the present progressive passive.

tread

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to tread
to have trodden
trodden
treading

PASSIVE
to be trodden
to have been trodden
been trodden
being trodden

ACTIVE

SIMPLE PRESENT

tread
tread
treads

SIMPLE PAST

trod
trod
trod

SIMPLE FUTURE

will tread
will tread
will tread

PRESENT PROGRESSIVE

am treading
are treading
is treading

PAST PROGRESSIVE

was treading
were treading
was treading

FUTURE PROGRESSIVE

will be treading
will be treading
will be treading

PRESENT PERFECT

have trodden
have trodden
has trodden

PAST PERFECT

had trodden
had trodden
had trodden

FUTURE PERFECT

will have trodden
will have trodden
will have trodden

PRESENT PERFECT PROGRESSIVE

have been treading
have been treading
has been treading

PAST PERFECT PROGRESSIVE

had been treading
had been treading
had been treading

FUTURE PERFECT PROGRESSIVE

will have been treading
will have been treading
will have been treading

EXAMPLES:

She treads water to stay afloat in the pool.

The dictator will have been treading on the rights of his people for nearly two decades.

Marie was treading the boards for the first time in her role as Juliet.

PASSIVE

SIMPLE PRESENT

am trodden
are trodden
is trodden

SIMPLE PAST

was trodden
were trodden
was trodden

SIMPLE FUTURE

will be trodden
will be trodden
will be trodden

PRESENT PROGRESSIVE

am being trodden
are being trodden
is being trodden

PAST PROGRESSIVE

was being trodden
were being trodden
was being trodden

FUTURE PROGRESSIVE*

will be being trodden*
will be being trodden*
will be being trodden*

PRESENT PERFECT

have been trodden
have been trodden
has been trodden

PAST PERFECT

had been trodden
had been trodden
had been trodden

FUTURE PERFECT

will have been trodden
will have been trodden
will have been trodden

EXAMPLES:

A path will have been trodden by those who walked before us.

Our freedoms will not be trodden upon by the leaders we elect.

PRINCIPAL CONDITIONALS

PRESENT

would tread
would tread
would tread

PRESENT PROGRESSIVE

would be treading
would be treading
would be treading

PRESENT PASSIVE

would be trodden
would be trodden
would be trodden

PAST

would have trodden
would have trodden
would have trodden

PAST PROGRESSIVE

would have been treading
would have been treading
would have been treading

PAST PASSIVE

would have been trodden
would have been trodden
would have been trodden

EXAMPLES:

If I were you I would tread lightly around the issue of his divorce.

If someone didn't speak up, his opinions would have been trodden upon.

tread

PRINCIPAL PARTS: tread, trod/treaded, trodden/trod

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	tread/treads	simple present	If I <u>tread</u> water for thirty minutes, my arms are really tired.
		will + base form	If she <u>treads</u> lightly, she won't offend him.
Unreal Present/ Future	trod	would + base form	If we <u>trod</u> on his toes, he'd say something to us.
Unreal Past	had trodden	would have + past participle	If I <u>had trodden</u> on anyone's feelings, I would have apologized immediately.

SUBJUNCTIVE

ACTIVE	tread	It is important that we <u>tread</u> lightly on this issue so that we don't offend anyone.
PASSIVE	be trod	It is essential that the rights of the people not <u>be trodden</u> upon through acts of violence or intimidation.

PHRASAL VERBS

tread on/upon	to oppress <i>Their rights were trodden upon for years before they found the courage to stand up to their ruler.</i>
---------------	---

IDIOMS

to tread water	to keep afloat, physically or metaphorically <i>Let's just tread water until the boss gets back into town. She can handle the situation better than we can.</i>
to tread lightly	to go or speak carefully without upsetting someone or something <i>Tread lightly around the issue of religion at dinner tonight. My family doesn't always see eye to eye on that issue.</i>
to tread the boards	to act on stage <i>I've been treading the boards in local productions ever since I was five years old.</i>
to tread on someone's toes	to offend someone or overstep your boundaries <i>I think I trod on Stewart's toes a bit when I volunteered to do the music for the party.</i>

RELATED WORDS

tread (n.)	the part of a tire or wheel that touches the road
treadmill (n.)	a machine with a continuous belt on which one can walk or run in place

* Note that the form "will be being trodden" is rarely used. To convey a future progressive passive, use the present progressive passive.

try

Infinitive	ACTIVE to try	PASSIVE to be tried
Past Infinitive	to have tried	to have been tried
Past Participle	tried	been tried
Present Participle	trying	being tried

ACTIVE

I
you/we/they
he/she/it

SIMPLE PRESENT

try
try
tries

SIMPLE PAST

tried
tried
tried

SIMPLE FUTURE

will try
will try
will try

PRESENT PROGRESSIVE

am trying
are trying
is trying

PAST PROGRESSIVE

was trying
were trying
was trying

FUTURE PROGRESSIVE

will be trying
will be trying
will be trying

PRESENT PERFECT

have tried
have tried
has tried

PAST PERFECT

had tried
had tried
had tried

FUTURE PERFECT

will have tried
will have tried
will have tried

PRESENT PERFECT PROGRESSIVE

have been trying
have been trying
has been trying

PAST PERFECT PROGRESSIVE

had been trying
had been trying
had been trying

FUTURE PERFECT PROGRESSIVE

will have been trying
will have been trying
will have been trying

EXAMPLES:

If at first you don't succeed, try, try again.

We were trying your number for hours. Why didn't you answer?

The director is trying to make some changes in the company. That's why you were hired.

PASSIVE

SIMPLE PRESENT

am tried
are tried
is tried

SIMPLE PAST

was tried
were tried
was tried

SIMPLE FUTURE

will be tried
will be tried
will be tried

PRESENT PROGRESSIVE

am being tried
are being tried
is being tried

PAST PROGRESSIVE

was being tried
were being tried
was being tried

FUTURE PROGRESSIVE*

will be being tried*
will be being tried*
will be being tried*

PRESENT PERFECT

have been tried
have been tried
has been tried

PAST PERFECT

had been tried
had been tried
had been tried

FUTURE PERFECT

will have been tried
will have been tried
will have been tried

EXAMPLES:

Have all of the options been tried?

The criminal was being tried at the federal court.

Every possible medication was tried before Cynthia agreed to look into alternative treatments.

PRINCIPAL CONDITIONALS

PRESENT

would try
would try
would try

PRESENT PROGRESSIVE

would be trying
would be trying
would be trying

PRESENT PASSIVE

would be tried
would be tried
would be tried

PAST

would have tried
would have tried
would have tried

PAST PROGRESSIVE

would have been trying
would have been trying
would have been trying

PAST PASSIVE

would have been tried
would have been tried
would have been tried

EXAMPLES:

The team would be trying harder if they thought there were any possibility of winning the competition.

I would have tried the salad if I had known that you had made it.

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	try/tries	simple present	If you <u>try</u> him after 10:00 at night, he never answers his phone.
Unreal Present/ Future	tried	will + base form would + base form	If Jon <u>tries</u> to talk to her, surely she will listen. If they <u>tried</u> another route to the south, they would avoid the heavy snow up north.
Unreal Past	had tried	would have + past participle	If you <u>had tried</u> the salsa dancing class, I think you would have loved it.

SUBJUNCTIVE

ACTIVE	try	<i>I recommend that you <u>try</u> the filet mignon. It's excellent.</i>
PASSIVE	be tried	<i>It is essential that all possible solutions <u>be tried</u> before we give up.</i>

PHRASAL VERBS

try for (something)	to attempt to get something <i>She <u>knew</u> it was a long shot, but she <u>tried</u> for the position as manager anyway.</i>
try (something) on	to put an item of clothing on to see if it fits <i>I <u>tried</u> on my mother's wedding dress and it fit perfectly.</i>
try (someone or something) out	to test someone or something to see if he, she, or it works <i><u>Try</u> out the new CD I burned for you to see if it works. / They weren't convinced that she was the right person for the job but they <u>agreed</u> to try her out.</i>

IDIOMS

to try someone's patience	to annoy someone <i>The naughty children <u>tried</u> my patience.</i>
try that on for size	an expression used after you've told someone something surprising <i>His record collection contains over five thousand albums. Five thousand! <u>Try</u> that on for size.</i>
to try your hand at something	to attempt to do something you have never done before <i>When I retire I'm going to <u>try</u> my hand at painting.</i>

RELATED WORDS

trying (adj.)	difficult or annoying
tryout (n.)	an audition or test that you must take before being accepted in a group as a musician, actor, athlete, etc.

* Note that the form "will be being tried" is rarely used. To convey a future progressive passive, use the present progressive passive.

turn

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to turn
to have turned
turned
turning

PASSIVE
to be turned
to have been turned
been turned
being turned

ACTIVE

SIMPLE PRESENT

turn
turn
turns

SIMPLE PAST

turned
turned
turned

SIMPLE FUTURE

will turn
will turn
will turn

PRESENT PROGRESSIVE

am turning
are turning
is turning

PAST PROGRESSIVE

was turning
were turning
was turning

FUTURE PROGRESSIVE

will be turning
will be turning
will be turning

PRESENT PERFECT

have turned
have turned
has turned

PAST PERFECT

had turned
had turned
had turned

FUTURE PERFECT

will have turned
will have turned
will have turned

PRESENT PERFECT PROGRESSIVE

have been turning
have been turning
has been turning

PAST PERFECT PROGRESSIVE

had been turning
had been turning
had been turning

FUTURE PERFECT PROGRESSIVE

will have been turning
will have been turning
will have been turning

EXAMPLES:

Turn around so I can take your picture.

I was turning the key in the door when I realized that someone was inside.

My daughter will be turning eleven next year.

PASSIVE

SIMPLE PRESENT

am turned
are turned
is turned

SIMPLE PAST

was turned
were turned
was turned

SIMPLE FUTURE

will be turned
will be turned
will be turned

PRESENT PROGRESSIVE

am being turned
are being turned
is being turned

PAST PROGRESSIVE

was being turned
were being turned
was being turned

FUTURE PROGRESSIVE*

will be being turned*
will be being turned*
will be being turned*

PRESENT PERFECT

have been turned
have been turned
has been turned

PAST PERFECT

had been turned
had been turned
had been turned

FUTURE PERFECT

will have been turned
will have been turned
will have been turned

EXAMPLES:

The burgers are turned only when their bottoms are browned.

The clocks will be turned back this weekend.

The concert was sold out and hundreds of people had been turned away.

PRINCIPAL CONDITIONALS

PRESENT

would turn
would turn
would turn

PRESENT PROGRESSIVE

would be turning
would be turning
would be turning

PRESENT PASSIVE

would be turned
would be turned
would be turned

PAST

would have turned
would have turned
would have turned

PAST PROGRESSIVE

would have been turning
would have been turning
would have been turning

PAST PASSIVE

would have been turned
would have been turned
would have been turned

EXAMPLES:

I would turn the keys over to you but I know that you can't drive stick shift.

The tomatoes would have turned red by now if they had had enough water.

I didn't know that the stage would be turned in the opposite direction.

turn

PRINCIPAL PARTS: turn; turned, turned

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	turn/turns	simple present	<i>If I turn the chicken over too soon, it cooks unevenly.</i>
		will + base form	<i>If she turns me in to the police, I'll have to find a lawyer.</i>
Unreal Present/ Future	turned	would + base form	<i>If we turned to the right, we would pass by the old town square.</i>
Unreal Past	had turned	would have + past participle	<i>If you had turned out to be right, I would have had to give you the five dollars we bet.</i>

SUBJUNCTIVE

ACTIVE	turn	<i>I recommend that all passengers turn their documents over to the captain.</i>
PASSIVE	be turned	<i>It is essential that the streetlights be turned on at dusk.</i>

PHRASAL VERBS

turn (something) off	to stop something mechanical, such as a television, radio, fan, car, etc., from functioning <i>Could you turn off the air conditioner? It's freezing in here.</i>
turn (something) on	to cause something mechanical, such as a television, radio, fan, car, etc., to function <i>Turn on the VCR and we can watch the video.</i>
turn out	to come to an event, such as a performance, lecture, etc. <i>I was pleased that so many people turned out for the lecture last night.</i>
turn in	to go to sleep, or to give something to someone <i>It's already midnight! Time for me to turn in. / Don't forget to turn in your homework at the end of class.</i>

IDIOMS

to turn a situation around	to do something to improve a situation in which things are not going well <i>Our company was failing, but when our new boss stepped in, she really turned the situation around.</i>
to turn over a new leaf	to begin to live in a new way, especially when you had been making some mistakes in your life <i>My son had been banging around the wrong kids at school last year, but now that he's involved in theater, he's turned over a new leaf.</i>
to turn out to be	to become <i>He's turned out to be such a nice guy! I remember how he used to bully us when we were little.</i>

RELATED WORDS

turnaround (n.)	a complete change in a situation, usually from bad to good
turncoat (n.)	a person who goes from supporting one side of an argument to supporting the other
turning point (n.)	a moment in which a major change occurs, often in one's life
turn-on (n.)	something that excites you, especially sexually
turnout (n.)	the number of people that attend an event
turnover (n.)	a sweet pie-like pastry, or the amount of hiring and firing that goes on in a place of work

* Note that the form "will be being turned" is rarely used. To convey a future progressive passive, use the present progressive passive.

wait

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to wait
to have waited
waited
waiting

PASSIVE
to be waited
to have been waited
been waited
being waited

ACTIVE

SIMPLE PRESENT

wait
wait
waits

SIMPLE PAST

waited
waited
waited

SIMPLE FUTURE

will wait
will wait
will wait

PRESENT PROGRESSIVE

am waiting
are waiting
is waiting

PAST PROGRESSIVE

was waiting
were waiting
was waiting

FUTURE PROGRESSIVE

will be waiting
will be waiting
will be waiting

PRESENT PERFECT

have waited
have waited
has waited

PAST PERFECT

had waited
had waited
had waited

FUTURE PERFECT

will have waited
will have waited
will have waited

PRESENT PERFECT PROGRESSIVE

have been waiting
have been waiting
has been waiting

PAST PERFECT PROGRESSIVE

had been waiting
had been waiting
had been waiting

FUTURE PERFECT PROGRESSIVE

will have been waiting
will have been waiting
will have been waiting

EXAMPLES:

I'm an artist, but I also wait tables.

How long have you been waiting for the doctor?

He had waited for the letter for days before he went to the post office to file a complaint.

PASSIVE

SIMPLE PRESENT

am waited
are waited
is waited

SIMPLE PAST

was waited
were waited
was waited

SIMPLE FUTURE

will be waited
will be waited
will be waited

PRESENT PROGRESSIVE

am being waited
are being waited
is being waited

PAST PROGRESSIVE

was being waited
were being waited
was being waited

FUTURE PROGRESSIVE*

will be being waited*
will be being waited*
will be being waited*

PRESENT PERFECT

have been waited
have been waited
has been waited

PAST PERFECT

had been waited
had been waited
had been waited

FUTURE PERFECT

will have been waited
will have been waited
will have been waited

EXAMPLES:

The gifts were being waited for with great anticipation.

He has been waited on since day one of their marriage.

The kids were from a wealthy family and had been waited on hand and foot.

PRINCIPAL CONDITIONALS

PRESENT

would wait
would wait
would wait

PRESENT PROGRESSIVE

would be waiting
would be waiting
would be waiting

PRESENT PASSIVE

would be waited
would be waited
would be waited

PAST

would have waited
would have waited
would have waited

PAST PROGRESSIVE

would have been waiting
would have been waiting
would have been waiting

PAST PASSIVE

would have been waited
would have been waited
would have been waited

EXAMPLES:

We would wait for you, but we have to get home and relieve the baby-sitter.

I'm sure they would have waited if you had asked.

wait

PRINCIPAL PARTS: wait, waited, waited

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	wait/waits	simple present will + base form	<i>If I <u>wait</u> for the bus on this corner, I usually run into Marian.</i> <i>If she <u>waits</u> for him to ask her, they'll never get married</i>
Unreal Present/ Future	waited	would + base form	<i>If we <u>waited</u> any longer, we would miss the movie.</i>
Unreal Past	had waited	would have + past participle	<i>If she <u>had waited</u> for me, I would have had a ride home.</i>

SUBJUNCTIVE

ACTIVE	wait	<i>It is important that the patients <u>wait</u> in the waiting room until they have been called.</i>
PASSIVE	be waited	<i>It is essential that we <u>be waited</u> on by an experienced waiter.</i>

PHRASAL VERBS

wait on (someone)	to serve someone, especially in a restaurant <i>If we can't get anyone to wait on us here, let's go to the restaurant across the street.</i>
wait (something) out	to be patient until something, such as a storm, has passed <i>I know it's pouring now, but let's wait it out. I'm sure it will stop shortly.</i>
wait up	to remain awake until something specific happens, such as someone comes home or you get some news <i>When the girls got home from the party, their father was waiting up for them. / Let's not go to bed now. Let's wait up to hear who won the election.</i>

IDIOMS

to be waiting in the wings	to remain in the background in hopes that your services will be needed sometime in the future <i>He told her he'd be waiting in the wings in case she ever grew apart from her current boyfriend.</i>
to wait on someone hand and foot	to do everything for someone else so that he or she doesn't have to do anything <i>It's disgusting how Harriet's boyfriend waits on her hand and foot. He has no self-respect.</i>
to wait in vain	to wait for something that never comes or never happens <i>I'm afraid you're waiting in vain. The doctor will not be able to see you today without an appointment.</i>
can't wait	to be excited about something that is going to happen in the future <i>I can't wait for vacation. We're going to Hawaii.</i>

RELATED WORDS

waiting room (n.)	a room in which one can pass time until a doctor's appointment, the departure of a train or plane, etc.
waiter (n.)	a server in a restaurant

* Note that the form "will be being waited" is rarely used. To convey a future progressive passive, use the present progressive passive.

walk

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to walk
to have walked
walked
walking

PASSIVE
to be walked
to have been walked
been walked
being walked

ACTIVE

SIMPLE PRESENT

walk
walk
walks

SIMPLE PAST

walked
walked
walked

SIMPLE FUTURE

will walk
will walk
will walk

PRESENT PROGRESSIVE

am walking
are walking
is walking

PAST PROGRESSIVE

was walking
were walking
was walking

FUTURE PROGRESSIVE

will be walking
will be walking
will be walking

PRESENT PERFECT

have walked
have walked
has walked

PAST PERFECT

had walked
had walked
had walked

FUTURE PERFECT

will have walked
will have walked
will have walked

PRESENT PERFECT PROGRESSIVE

have been walking
have been walking
has been walking

PAST PERFECT PROGRESSIVE

had been walking
had been walking
had been walking

FUTURE PERFECT PROGRESSIVE

will have been walking
will have been walking
will have been walking

EXAMPLES:

Are you walking to school or are you taking a bus?

We will have walked miles if we don't catch the bus soon.

He has been walking out of rehearsals for years now. Don't think anything of it.

PASSIVE

SIMPLE PRESENT

am walked
are walked
is walked

SIMPLE PAST

was walked
were walked
was walked

SIMPLE FUTURE

will be walked
will be walked
will be walked

PRESENT PROGRESSIVE

am being walked
are being walked
is being walked

PAST PROGRESSIVE

was being walked
were being walked
was being walked

FUTURE PROGRESSIVE*

will be being walked*
will be being walked*
will be being walked*

PRESENT PERFECT

have been walked
have been walked
has been walked

PAST PERFECT

had been walked
had been walked
had been walked

FUTURE PERFECT

will have been walked
will have been walked
will have been walked

EXAMPLES:

The dogs were walked by my next-door neighbor while I was out of town.

The batter was walked after the pitcher threw him four balls.

PRINCIPAL CONDITIONALS

PRESENT

would walk
would walk
would walk

PRESENT PROGRESSIVE

would be walking
would be walking
would be walking

PRESENT PASSIVE

would be walked
would be walked
would be walked

PAST

would have walked
would have walked
would have walked

PAST PROGRESSIVE

would have been walking
would have been walking
would have been walking

PAST PASSIVE

would have been walked
would have been walked
would have been walked

EXAMPLES:

I would walk but I'm not wearing comfortable shoes.

We would have walked if we had had time.

walk

PRINCIPAL PARTS: walk, walked, walked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	walk/walks	simple present	If I <u>walk</u> more than three blocks in these shoes, I <u>get</u> blisters.
		will + base form	If she <u>walks</u> a mile a day, she'll <u>lose</u> weight little by little.
Unreal Present/ Future	walked	would + base form	If we <u>walked</u> more instead of driving, we <u>would be</u> healthier.
Unreal Past	had walked	would have + past participle	If they <u>had walked</u> , they <u>would have gotten</u> here faster than by driving in this traffic.

SUBJUNCTIVE

ACTIVE	walk	<i>It is important that the kids <u>walk</u> home along the supervised route.</i>
PASSIVE	be walked	<i>It is essential that the dogs <u>be walked</u> before you go to bed.</i>

PHRASAL VERBS

walk away with	to win an award in a way that no one expects <i>A complete unknown <u>walked away with</u> the men's singles title in the U.S. Open.</i>
walk in	to enter a room unexpectedly <i>They never imagined that I <u>would walk in</u> while they were having dinner.</i>
walk into	to unexpectedly become involved in an often complicated or delicate situation <i>I <u>walked into</u> a very tense situation at work when I got back from vacation.</i>
walk off	to leave a person or people you were with abruptly, usually when you are angry <i>We were having a perfectly normal conversation, but when I mentioned the work <u>he still owed me</u>, <u>he walked off</u>.</i>

IDIOMS

to walk a tightrope	to be in a situation that could turn bad with any slight mistake <i>They've made a peace agreement, but both sides are <u>walking a tightrope</u>.</i>
Go take a walk!	an expression that is said to someone when you are rejecting what he or she has offered (informal) <i>You want me to pay one thousand dollars for that piece of junk? Go <u>take a walk</u>!</i>
to walk the walk	to do what is expected of you in a certain situation <i>If you want to work in the mayor's office, you have to <u>walk the walk</u>.</i>
to get your walking papers	to be fired <i>Did you hear that Jim got his <u>walking papers</u> at the end of the workday yesterday?</i>
to walk the earth	to be willing to do anything <i>Nicholas is really in love with his wife. He <u>would walk the earth</u> for her.</i>

RELATED WORDS

walker (n.)	a person who likes to walk or walks a lot, or a Zimmer frame
walking stick (n.)	a solid piece of wood that is used when hiking to help keep balance

* Note that the form "will be being walked" is rarely used. To convey a future progressive passive, use the present progressive passive.

waste

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to waste
to have wasted
wasted
wasting

PASSIVE
to be wasted
to have been wasted
been wasted
being wasted

ACTIVE

SIMPLE PRESENT

waste
waste
wastes

SIMPLE PAST

wasted
wasted
wasted

SIMPLE FUTURE

will waste
will waste
will waste

PRESENT PROGRESSIVE

am wasting
are wasting
is wasting

PAST PROGRESSIVE

was wasting
were wasting
was wasting

FUTURE PROGRESSIVE

will be wasting
will be wasting
will be wasting

PRESENT PERFECT

have wasted
have wasted
has wasted

PAST PERFECT

had wasted
had wasted
had wasted

FUTURE PERFECT

will have wasted
will have wasted
will have wasted

PRESENT PERFECT PROGRESSIVE

have been wasting
have been wasting
has been wasting

PAST PERFECT PROGRESSIVE

had been wasting
had been wasting
had been wasting

FUTURE PERFECT PROGRESSIVE

will have been wasting
will have been wasting
will have been wasting

EXAMPLES:

*Take all of the food in the bowl.
Don't waste it.*

*He'll waste away if he doesn't eat
something!*

*She had wasted the chance to be
an assistant to a top executive by
showing up late for the interview.*

PASSIVE

SIMPLE PRESENT

am wasted
are wasted
is wasted

SIMPLE PAST

was wasted
were wasted
was wasted

SIMPLE FUTURE

will be wasted
will be wasted
will be wasted

PRESENT PROGRESSIVE

am being wasted
are being wasted
is being wasted

PAST PROGRESSIVE

was being wasted
were being wasted
was being wasted

FUTURE PROGRESSIVE*

will be being wasted*
will be being wasted*
will be being wasted*

PRESENT PERFECT

have been wasted
have been wasted
has been wasted

PAST PERFECT

had been wasted
had been wasted
had been wasted

FUTURE PERFECT

will have been wasted
will have been wasted
will have been wasted

EXAMPLES:

*A lot of food in this country is
wasted.*

*If you give me all of that fruit, it
will be wasted. I can't eat it all.*

*A lot of time had been wasted in
trying to convince the famous
author to speak at the
anniversary celebration.*

PRINCIPAL CONDITIONALS

FUTURE

would waste
would waste
would waste

PRESENT PROGRESSIVE

would be wasting
would be wasting
would be wasting

PRESENT PASSIVE

would be wasted
would be wasted
would be wasted

PAST

would have wasted
would have wasted
would have wasted

PAST PROGRESSIVE

would have been wasting
would have been wasting
would have been wasting

PAST PASSIVE

would have been wasted
would have been wasted
would have been wasted

EXAMPLES:

*I would waste a lot of time if I
worked at home because of all of
the distractions.*

*If you had spent the money on a
ticket for me, it would have been
wasted. You know I don't like
foreign films.*

I
you/we/they
he/she/it

waste

PRINCIPAL PARTS: waste, wasted, wasted

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	waste/wastes	simple present will + base form	If I <u>waste</u> a lot of time during the day, I have to work at night. If Sarah <u>wastes</u> another perfectly good opportunity to speak with her boss, I'll be very disappointed.
Unreal Present/ Future	wasted	would + base form	If we <u>wasted</u> as much money this year as we did last year, we would have to file for bankruptcy.
Unreal Past	had wasted	would have + past participle	If you <u>had wasted</u> another minute looking for your hat, you would have missed your train.

SUBJUNCTIVE

ACTIVE	waste	We insist that you not <u>waste</u> another minute cleaning up and get outside to enjoy the beautiful day.
PASSIVE	be wasted	It is important that another opportunity like this one not <u>be wasted</u> .

PHRASAL VERBS

waste away	to become very thin or to lose vitality, often due to illness <i>After her illness she just wasted away.</i>
------------	---

IDIOMS

to lay waste to something	to destroy something <i>The budget cuts laid waste to all of the work that our organization did helping homeless people to get off the streets.</i>
to waste your breath	to vainly try to convince someone of something <i>Don't waste your breath! I'm not taking you to the mall today.</i>
to not waste words	to say what you have to say in as few words as possible <i>I wouldn't say that he's shy, but he certainly doesn't waste words.</i>
to be wasted on someone	to be unappreciated or misunderstood by someone <i>The finer points of his argument were wasted on me because I didn't have the background knowledge to understand them fully.</i>

RELATED WORDS

waste not, want not (exp.)	an expression used to advise someone not to use too much of something because it might be needed in the future
wasted (adj.)	very drunk, or not used
waste (n.)	what remains after the useful part of something has been used

* Note that the form "will be being wasted" is rarely used. To convey a future progressive passive, use the present progressive passive.

watch

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to watch
to have watched
watched
watching

PASSIVE
to be watched
to have been watched
been watched
being watched

ACTIVE

SIMPLE PRESENT

watch
watch
watches

SIMPLE PAST

watched
watched
watched

SIMPLE FUTURE

will watch
will watch
will watch

PRESENT PROGRESSIVE

am watching
are watching
is watching

PAST PROGRESSIVE

was watching
were watching
was watching

FUTURE PROGRESSIVE

will be watching
will be watching
will be watching

PRESENT PERFECT

have watched
have watched
has watched

PAST PERFECT

had watched
had watched
had watched

FUTURE PERFECT

will have watched
will have watched
will have watched

PRESENT PERFECT PROGRESSIVE

have been watching
have been watching
has been watching

PAST PERFECT PROGRESSIVE

had been watching
had been watching
had been watching

FUTURE PERFECT PROGRESSIVE

will have been watching
will have been watching
will have been watching

EXAMPLES:

We watch a lot of TV every evening.

The next-door neighbors are watching our house for the next two weeks while we're in Aruba.

They will have watched all of the James Bond movies after they see the one on TV tonight.

PASSIVE

SIMPLE PRESENT

am watched
are watched
is watched

SIMPLE PAST

was watched
were watched
was watched

SIMPLE FUTURE

will be watched
will be watched
will be watched

PRESENT PROGRESSIVE

am being watched
are being watched
is being watched

PAST PROGRESSIVE

was being watched
were being watched
was being watched

FUTURE PROGRESSIVE*

will be being watched*
will be being watched*
will be being watched*

PRESENT PERFECT

have been watched
have been watched
has been watched

PAST PERFECT

had been watched
had been watched
had been watched

FUTURE PERFECT

will have been watched
will have been watched
will have been watched

EXAMPLES:

The children are being watched by their grandparents.

The Oscars will be watched by the largest audience ever this year.

PRINCIPAL CONDITIONALS

PRESENT

would watch
would watch
would watch

PRESENT PROGRESSIVE

would be watching
would be watching
would be watching

PRESENT PASSIVE

would be watched
would be watched
would be watched

PAST

would have watched
would have watched
would have watched

PAST PROGRESSIVE

would have been watching
would have been watching
would have been watching

PAST PASSIVE

would have been watched
would have been watched
would have been watched

EXAMPLES:

We would be watching the Olympics but we don't have cable.

She would've watched out for you if she had known you were coming.

watch

PRINCIPAL PARTS: watch, watched, watched

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	watch/watches	simple present will + base form	If my son <u>watches</u> a violent movie, he gets angry and depressed. If I <u>watch</u> your dog this weekend, will you watch mine next weekend?
Unreal Present/ Future	watched	would + base form	If we <u>watched</u> over them more carefully, they wouldn't get into trouble all the time.
Unreal Past	had watched	would have + past participle	If I <u>hadn't watched</u> him play, I wouldn't have believed how good he was.

SUBJUNCTIVE

ACTIVE	watch	It is important that passengers <u>watch</u> the emergency instruction video.
PASSIVE	be watched	He suggested that film <u>be watched</u> as many times as necessary until we had a feeling for the director's style.

PHRASAL VERBS

watch for (someone or something)	to be on the lookout for someone or something <i>Watch for Jim. He's supposed to be here any minute.</i>
watch out for (someone or something)	to be careful of someone or something that could be dangerous <i>Watch out for Paul. He'll do anything to get what he wants.</i>
watch over (someone or something)	to take care of someone or something <i>Can you watch over my house while I'm on vacation?</i>

IDIOMS

a watched pot never boils	an expression that means that if you have too many expectations, you may not get what you want <i>Elizabeth can't think about anything except meeting someone. I always tell her that a watched pot never boils.</i>
to watch your back	to be careful of some danger that may come up on you by surprise <i>You want to trust everyone, but unfortunately in this job you have to watch your back.</i>
to watch your step	to do something carefully, especially when dealing with a person who may get angry easily <i>My coworkers warned me to watch my step around the general manager.</i>

RELATED WORDS

watch (n.)	a small clock that you can carry with you
watchdog (n.)	a dog that guards a house or other property
watchmaker (n.)	a person whose job is putting together watches
watchtower (n.)	a place from which a large property can be guarded

* Note that the form "will be being watched" is rarely used. To convey a future progressive passive, use the present progressive passive.

wear

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to wear
to have worn
worn
wearing

PASSIVE
to be worn
to have been worn
been worn
being worn

ACTIVE

SIMPLE PRESENT

wear
wear
wears

SIMPLE PAST

wore
wore
wore

SIMPLE FUTURE

will wear
will wear
will wear

PRESENT PROGRESSIVE

am wearing
are wearing
is wearing

PAST PROGRESSIVE

was wearing
were wearing
was wearing

FUTURE PROGRESSIVE

will be wearing
will be wearing
will be wearing

PRESENT PERFECT

have worn
have worn
has worn

PAST PERFECT

had worn
had worn
had worn

FUTURE PERFECT

will have worn
will have worn
will have worn

PRESENT PERFECT PROGRESSIVE

have been wearing
have been wearing
has been wearing

PAST PERFECT PROGRESSIVE

had been wearing
had been wearing
had been wearing

FUTURE PERFECT PROGRESSIVE

will have been wearing
will have been wearing
will have been wearing

EXAMPLES:

Who wears the pants in this family?

I will wear my new coat tonight so that you can see it.

His jokes had been wearing thin.

PASSIVE

SIMPLE PRESENT

am worn
are worn
is worn

SIMPLE PAST

was worn
were worn
was worn

SIMPLE FUTURE

will be worn
will be worn
will be worn

PRESENT PROGRESSIVE

am being worn
are being worn
is being worn

PAST PROGRESSIVE

was being worn
were being worn
was being worn

FUTURE PROGRESSIVE*

will be being worn*
will be being worn*
will be being worn*

PRESENT PERFECT

have been worn
have been worn
has been worn

PAST PERFECT

had been worn
had been worn
had been worn

FUTURE PERFECT

will have been worn
will have been worn
will have been worn

EXAMPLES:

I was shocked to see that my clothes were being worn by somebody I didn't know.

The designer's dress is being worn by the woman on the left.

The shoes had never been worn before.

PRINCIPAL CONDITIONALS

PRESENT

would wear
would wear
would wear

PRESENT PROGRESSIVE

would be wearing
would be wearing
would be wearing

PRESENT PASSIVE

would be worn
would be worn
would be worn

PAST

would have worn
would have worn
would have worn

PAST PROGRESSIVE

would have been wearing
would have been wearing
would have been wearing

PAST PASSIVE

would have been worn
would have been worn
would have been worn

EXAMPLES:

I would have worn something nicer if I had known other people were going to dress up.

What would you wear if you were me?

wear

PRINCIPAL PARTS: wear, wore, worn

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	wear/wears	simple present	If I <u>wear</u> that dress, everyone looks at me funny.
		will + base form	If she <u>wears</u> that, she'll never get the job.
Unreal Present/ Future	wore	would + base form	If we <u>wore</u> it out, we would buy a new one.
Unreal Past	had worn	would have + past participle	If I <u>had worn</u> my T-shirt today, we would have looked like twins.

SUBJUNCTIVE

ACTIVE	wear	<i>It is important that you <u>wear</u> a suit and tie to the interview.</i>
PASSIVE	be worn	<i>It is essential that dark clothing <u>be worn</u> at a funeral.</i>

PHRASAL VERBS

wear away	to erode, to disappear gradually <i>The walkway along the beach <u>wore away</u> after many years.</i>
wear (someone) down	to lower somebody's resistance by putting on a lot of pressure <i>He finally <u>lent</u> us the car after we <u>wore him down</u> by pleading and making a million promises.</i>
wear (something) in	to use something until it fits comfortably, usually used with shoes <i>The new shoes are a little stiff but I'm <u>wearing them in</u>.</i>
wear (something) out	to begin to lose usefulness after long or hard use <i>My favorite jeans are <u>beginning to wear out</u>.</i>

IDIOMS

to wear your heart on your sleeve	to show emotions openly <i>Don't mind Frank. He always <u>wears his heart on his sleeve</u>.</i>
to wear the pants	to be in control in a household <i>You can do whatever you want when you go to college, but don't forget who <u>wears the pants</u> at home.</i>
to wear thin	to become tiresome, boring, or annoying <i>His jokes quickly <u>began to wear thin</u>.</i>

RELATED WORDS

wash-and-wear (adj.)	clothing made of a certain material that does not need to be ironed
wear and tear (n.)	damage or wear that can be expected through normal use

* Note that the form "will be being worn" is rarely used. To convey a future progressive passive, use the present progressive passive.

work

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to work
to have worked
worked
working

PASSIVE
to be worked
to have been worked
been worked
being worked

ACTIVE

SIMPLE PRESENT

work
work
works

SIMPLE PAST

worked
worked
worked

SIMPLE FUTURE

will work
will work
will work

PRESENT PROGRESSIVE

am working
are working
is working

PAST PROGRESSIVE

was working
were working
was working

FUTURE PROGRESSIVE

will be working
will be working
will be working

PRESENT PERFECT

have worked
have worked
has worked

PAST PERFECT

had worked
had worked
had worked

FUTURE PERFECT

will have worked
will have worked
will have worked

PRESENT PERFECT PROGRESSIVE

have been working
have been working
has been working

PAST PERFECT PROGRESSIVE

had been working
had been working
had been working

FUTURE PERFECT PROGRESSIVE

will have been working
will have been working
will have been working

EXAMPLES:

We are working in the same building, and so we often meet for lunch.

Ron worked on that case, so ask him if you have any questions.

I wasn't working when I moved to L.A., so I had a lot of time to explore the city.

PASSIVE

SIMPLE PRESENT

am worked
are worked
is worked

SIMPLE PAST

was worked
were worked
was worked

SIMPLE FUTURE

will be worked
will be worked
will be worked

PRESENT PROGRESSIVE

am being worked
are being worked
is being worked

PAST PROGRESSIVE

was being worked
were being worked
was being worked

FUTURE PROGRESSIVE*

will be being worked*
will be being worked*
will be being worked*

PRESENT PERFECT

have been worked
have been worked
has been worked

PAST PERFECT

had been worked
had been worked
had been worked

FUTURE PERFECT

will have been worked
will have been worked
will have been worked

EXAMPLES:

Can this character be worked into the movie somehow?

The crowd was worked up by the arrival of the headlining band.

The problems exist, but they are currently being worked through.

PRINCIPAL CONDITIONALS

PRESENT

would work
would work
would work

PRESENT PROGRESSIVE

would be working
would be working
would be working

PRESENT PASSIVE

would be worked
would be worked
would be worked

PAST

would have worked
would have worked
would have worked

PAST PROGRESSIVE

would have been working
would have been working
would have been working

PAST PASSIVE

would have been worked
would have been worked
would have been worked

EXAMPLES:

My client would work on your project if he weren't currently involved elsewhere.

You would have worked with her better than I was able to.

This scene would have been worked through ages ago if the script had been ready.

I
you/we/they
he/she/it

work

PRINCIPAL PARTS: work, worked, worked

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	work/works	simple present	If I <u>work</u> late, my husband picks me up at the train station.
		will + base form	If you <u>work</u> out the details, we'll sign the contract this afternoon.
Unreal Present/ Future	worked	would + base form	If we <u>worked</u> together, we could get done in half the time.
Unreal Past	had worked	would have + past participle	If she <u>had worked</u> harder on the project, she would have gotten an A.

SUBJUNCTIVE

ACTIVE	work	We suggest that the crew <u>work</u> at reasonable hours.
PASSIVE	be worked	They requested that the details <u>be worked</u> out ahead of time.

PHRASAL VERBS

work (something) out	to solve a problem <i>They weren't getting along, but they worked out their disagreements.</i>
work up	to develop or build <i>Henry worked up the courage to enroll in a skydiving program.</i>
work (something) in	to fit something into a schedule <i>I know we have a lot to talk about today, but can we work in a discussion of the new regulations?</i>

IDIOMS

to be worked up	to be upset, worried, or agitated about something <i>My mother got all worked up when I told her I wanted to drop out of school.</i>
to be in working order	to be functioning well <i>You can move in whenever you're ready. Everything seems to be in working order.</i>
to have your work cut out for you	to have a great deal of work to do <i>Sally's got her work cut out for her. She's going to be working and studying full time.</i>

RELATED WORDS

workhorse (n.)	a person who can work for long periods of time without getting tired
workaholic (n.)	a person who works too many hours in the week, who is addicted to work
workers' compensation (n.)	money that the government provides a worker who cannot work due to a work-related injury
workout (n.)	an exercise routine
work of art (n.)	a piece of art, such as a painting or a photograph

* Note that the form "will be being worked" is rarely used. To convey a future progressive passive, use the present progressive passive.

write

Infinitive
Past Infinitive
Past Participle
Present Participle

ACTIVE
to write
to have written
written
writing

PASSIVE
to be written
to have been written
been written
being written

ACTIVE

SIMPLE PRESENT

write
write
writes

SIMPLE PAST

wrote
wrote
wrote

SIMPLE FUTURE

will write
will write
will write

PRESENT PROGRESSIVE

am writing
are writing
is writing

PAST PROGRESSIVE

was writing
were writing
was writing

FUTURE PROGRESSIVE

will be writing
will be writing
will be writing

PRESENT PERFECT

have written
have written
has written

PAST PERFECT

had written
had written
had written

FUTURE PERFECT

will have written
will have written
will have written

PRESENT PERFECT PROGRESSIVE

have been writing
have been writing
has been writing

PAST PERFECT PROGRESSIVE

had been writing
had been writing
had been writing

FUTURE PERFECT PROGRESSIVE

will have been writing
will have been writing
will have been writing

EXAMPLES:

We wrote so many essays this week that I don't want to write anymore.

Will you write a letter to the landlord?

They had written to the company but they hadn't heard anything.

PASSIVE

SIMPLE PRESENT

am written
are written
is written

SIMPLE PAST

was written
were written
was written

SIMPLE FUTURE

will be written
will be written
will be written

PRESENT PROGRESSIVE

am being written
are being written
is being written

PAST PROGRESSIVE

was being written
were being written
was being written

FUTURE PROGRESSIVE*

will be being written*
will be being written*
will be being written*

PRESENT PERFECT

have been written
have been written
has been written

PAST PERFECT

had been written
had been written
had been written

FUTURE PERFECT

will have been written
will have been written
will have been written

EXAMPLES:

The book was written by a young woman.

The rules had been written down carefully.

The letter is being written as we speak.

PRINCIPAL CONDITIONALS

PRESENT

would write
would write
would write

PRESENT PROGRESSIVE

would be writing
would be writing
would be writing

PRESENT PASSIVE

would be written
would be written
would be written

PAST

would have written
would have written
would have written

PAST PROGRESSIVE

would have been writing
would have been writing
would have been writing

PAST PASSIVE

would have been written
would have been written
would have been written

EXAMPLES:

Would you write down exactly what you want me to say when I call him?

We would have written if we had had your address.

write

PRINCIPAL PARTS: write, wrote, written

Important Forms in Use

IF/THEN CONDITIONALS

	IF THEN	EXAMPLE
Real Present/ Future	write/writes	simple present	If I <u>write</u> him an e-mail, he <u>doesn't</u> respond.
		will + base form	If she <u>writes</u> me, I'll <u>write</u> her back.
Unreal Present/ Future	wrote	would + base form	If I <u>wrote</u> every day, I'd <u>have</u> a better chance of finishing my novel this year.
Unreal Past	had written	would have + past participle	If I <u>had written</u> my dissertation, I <u>would have</u> gotten my Ph.D.

SUBJUNCTIVE

ACTIVE	write	It is important that your parent <u>write</u> a letter excusing you from the class.
PASSIVE	be written	It is essential that the rules <u>be written</u> down clearly.

PHRASAL VERBS

write (something) down	to put something on paper <i>Write down my telephone number so you don't forget it.</i>
write (someone or something) off	to reject someone or something <i>At first I thought I really liked Tom, but after what he did, I wrote him off.</i>
write (something) out	to record something in detail <i>When I am given an essay topic, I always jot down some notes and then write them out.</i>
write (someone) up	to officially make a record of something wrong or illegal that someone has done <i>My boss wrote me up when I refused to follow his orders.</i>

IDIOMS

to be written all over your face	to be obvious from someone's expression <i>Disappointment was written all over her face.</i>
to write your own ticket	to be able to choose exactly what you want to do or where you want to go <i>She was such a good basketball player that she could write her own ticket when she looked for a college to go to.</i>

RELATED WORDS

writer's block (n.)	a situation in which a writer is unable to write
tax write-off (n.)	an expenditure that you can claim on your tax forms and thereby pay fewer taxes
writer (n.)	a person whose profession is writing

* Note that the form "will be being written" is rarely used. To convey a future progressive passive, use the present progressive passive.

Part II

ENGLISH VERBS IN ACTION

1. Present Simple

A.

Let's start with the present simple tense. The present simple tense is the verb tense that you will use to talk about things that are done on a regular basis. We could say that these are activities that are routines or habits. The present simple tense is also used to talk about things that are always true, and even sometimes in reference to things that will happen in the future. For example, "*I always call my mother on Sunday*" is a routine, and "*It usually snows here in December*" is something that is a true statement. "*The train leaves at 3:00*" is an example of the present simple being used to talk about the future.

In the present simple tense, there is only one "conjugation" (with the exception of the verb *to be*). You will always use the base form of the verb (the infinitive minus "*to*"), except for the third person singular, *he*, *she*, and *it*. The third person singular requires an *-s*, (in some exceptional cases an *-es*, or an *-ies*) to be added to the end of the verb.

In section B, we will look at a few spelling rules that will help you to learn which verbs are irregular and require an *-es* or an *-ies*.

For now, let's take a look at the regular verb *work*.

I work

*I **work** at the café on the corner.*

he/she/it works

*Jim **works** from nine to five on Tuesdays and Thursdays.*

*She **works** in the laboratory.*

*Look at the watch. It **works** but it is losing time.*

you/we/they work

*We **work** when the baby is sleeping.*

*You **work** very well together.*

*They **work** best when they have had a chance to get some fresh air.*

Note once again that for all forms (*I*, *you*, *we*, *they*) we simply use the base form of the verb, and only the *he*, *she*, and *it* forms require an *-s* to be added.

B.

Now let's look at a few exceptions to the rule of *-s* in 3rd person singular.

1. Verbs ending in *s*, *ss*, *sh*, *ch*, *x*

For these verbs, you will have to add an *-es* instead of a simple *-s*. Some examples: *kiss*, *pass*, *wash*, *wish*, *watch*, *latch*, *box*, *tax*, etc.

Take a look at a few examples of sentences in the third person singular.

*My mother **kisses** me goodbye every morning when
I leave for school.*

*He usually **watches** TV after eating dinner.*

*My next-door neighbor **washes** his new car every evening.*

Note that most of the examples are routines or activities that happen repeatedly.

2. Verbs *go* and *do*

You will also have to add *-es* to *go* and *do* if you are using the third person singular form in the present simple.

David goes to work by subway.

My daughter does her homework every afternoon before dinner.

The sun goes up and the sun goes down.

3. Verbs ending in consonant + *y*

For verbs ending in a consonant + *y* you can learn a simple rule. You will have to drop the *-y* and add *-ies*. Some examples of verbs that end with a consonant + *y* are: *study*, *try*, *carry*, *apply*, *rely*, *hurry*, and *worry*.

Pedro studies English on Tuesdays and Thursdays.

My sister carries a briefcase to work every day.

Because the student applies herself, she is able to meet the requirements of the course.

If she hurries, she will get here on time.

Note that you will use this same rule when making plurals for nouns that end in *-y*.

Be sure not to apply this rule to verbs ending in a vowel + *y*. Unlike the above verbs, verbs ending with a vowel + *y* are not considered irregular. You will simply add an *-s*, as you would with any regular verb.

Martin enjoys working at the bank.

Frank always stays at the same hotel when he goes to Miami.

Jim plays saxophone with a quartet at a bar in Harlem.

4. Verb *to have*

A final exception is the verb *to have*, which becomes *has* in the third person present and present perfect.

He has a lot of work to do.

She has never been to France.

C.

1. Answer each question as indicated. Don't forget to add *-s*, *-es*, or *-ies* for the third person.

EXAMPLE: *Where does he live? (in Chicago)*

He lives in Chicago.

1. *How often do you go to the gym? (three times a week)*
2. *Where does he work? (at the local community college)*
3. *What does she want to study in college? (biology)*
4. *How often does it rain? (once a week)*
5. *What do they usually do on the weekends? (visit their relatives)*

2. The following sentences are about "you." Change the pronoun in each case to "she." Don't forget to change the verb as well.

EXAMPLE: *You work in a bank, and like it very much.*

*She **works** in a bank, and **likes** it very much.*

1. *Now that you go to college, you have to study on the weekends.*
2. *You worry all the time; you need to relax.*
3. *When you visit me, you always stay until 5:00.*
4. *You never carry your groceries.*
5. *You do a lot of work but then watch TV in the evening to relax.*

D. Answer Key

1.
 1. *I go to the gym three times a week.*
 2. *He **works** at the local community college.*
 3. *She **wants** to study biology in college.*
 4. *It **rains** once a week.*
 5. *They usually **visit** their relatives on the weekends.*
2.
 1. *Now that she **goes** to college, she **has** to study on the weekends.*
 2. *She **worries** all the time; she **needs** to relax.*
 3. *When she **visits** me, she always **stays** until 5:00.*
 4. *She never **carries** her groceries.*
 5. *She **does** a lot of work but then **watches** TV in the evening to relax.*

2. Auxiliaries

It is essential that every student of English understand how auxiliaries are used. You will use them to form questions and negatives, as well as certain tenses, aspects, and voices. Following is an overview of all auxiliaries. More specific information can be found in the lessons that follow.

A. *Do/does/did*

1. Present and past tense

In the present and past tense, you will use *do*, *does*, or *did* to make questions and form the negative. For the negative, add *not* (*don't*, *doesn't*, *didn't*). For the third person (*he*, *she*, and *it*), use *does*.

*Helen **likes** ice cream.*

negative

*Helen **doesn't like** ice cream.*

question

***Does** Helen **like** ice cream?*

For all other forms (*I*, *you*, *we*, *they*), use *do*.

*You **work** at a bank.*

negative

*You **don't work** at a bank.*

question

***Do** you **work** at a bank?*

For all forms in the past tense, use *did*.

*They **knew** the answer.*

negative

*They **didn't know** the answer.*

question

***Did** they **know** the answer?*

Note that *do*, *does*, and *did* (*don't*, *doesn't*, *didn't*) reflect whether or not a subject is third person (*he*, *she*, *it*) and if a verb is in the past tense. Therefore, the main verb will always be in the base form (without -s, or any past tense marker).

*Sarah **doesn't want** to join us. (not *doesn't wants*)*

*The boys **didn't take** their ball. (not *didn't took*)*

2. Question words

Use question words (*where*, *what*, *when*, *how*, *who*, etc.) before the auxiliary verb.

***Where** do you live?*

***What** do you do?*

***How often** does she take the subway?*

B. Other Auxiliary Verbs

1. The verb *to be*

The verb *to be* when used in progressive and passive sentences also acts as an auxiliary verb.

To form a question, invert the subject and the verb. For negatives, add *not* to the verb *to be*. Do not use *do*, *does*, or *did* when you use the verb *to be*.

Progressive

*I **am living** in New York.*

negative

*I'm **not living** in New York.*

question

***Am I living** in New York?*

Passive

*My shoes **were made** in China.*

negative

*My shoes **weren't made** in China.*

question

***Were my shoes made** in China?*

(See lesson 3.)

2. Have/has/had

Have, has, and had are auxiliary verbs used to form the perfect tenses. Use *have/has* for present perfect both in statements and questions. Use *had* to form the past perfect. Add *not* for questions.

Present Perfect

*Mr. Knight **has been** the principal for many years.*

negative

*Mr. Knight **hasn't been** the principal for many years.*

question

***Has** Mr. Knight **been** the principal for many years?*

Past Perfect

*We **had finished** dinner by 8:00.*

negative

*We **hadn't finished** dinner by 8:00.*

question

***Had we finished** dinner by 8:00?*

3. Modal verbs

The modal verbs are also auxiliary verbs. For questions, invert the subject and the verb. For negatives, add *not*. The verb following the modal verb is always in the base form.

*I **can come** with you.*

negative

*I **can't come** with you.*

question

***Can I come** with you?*

(See lesson 31 for more about modal verbs.)

4. Question words

Use question words with any of the above auxiliary verbs.

***What** can I bring to the meeting?*

***How long** have you lived in Seattle?*

***Where** are you going?*

***When** was your car tuned up last?*

C.

1. Below you have answers that are missing questions. Form the question based on the answer. Use the question word that is given to begin your question.

EXAMPLE: *They study English on Mondays.*

When do they study English?

1. *She never goes to the beach. (How often . . .)*
 2. *I am talking on the phone with Michelle. (Who . . .)*
 3. *He always has dinner at a restaurant near his home. (Where . . .)*
 4. *They are watching TV. (What . . .)*
 5. *It rains a lot in the spring. (When . . .)*
2. Some of the following sentences are affirmative, and some negative. Change them from affirmative to negative, or negative to affirmative.

EXAMPLE: *We travel a lot.*

We don't travel a lot.

1. *My sister listens to music, and I enjoy reading.*
2. *He is listening to the radio.*
3. *My son needs help with his homework.*
4. *The traffic light changes very quickly.*
5. *Taxes were raised by the mayor.*

D. Answer Key

1. 1. *How often does she go to the beach?*
2. *Who are you talking on the phone with?*
3. *Where does he (usually) have dinner?*
4. *What are they doing?*
5. *When does it rain a lot?*
2. 1. My sister **doesn't listen** to music, and I **don't enjoy** reading.
2. He **isn't listening** to the radio.
3. My son **doesn't need** help with his homework.
4. The traffic light **doesn't change** very quickly.
5. Taxes **weren't raised** by the mayor.

3. The Verb *to Be*

A.

The verb *to be* is the only verb for which you will have to learn several conjugations in the present and the past. In the present tense there are three forms of the verb: *am*, *is*, and *are*. In the past, there are two forms of the verb: *was*, and *were*. The verb *to be* is used in present, past and future tenses.

	PRESENT	PAST
<i>I</i>	<i>am</i>	<i>was</i>
<i>He/she/it</i>	<i>is</i>	<i>was</i>
<i>We/you/they</i>	<i>are</i>	<i>were</i>

Present participle: *being*

Past participle: *been*

All verbs in the present tense can be contracted. (*I'm/He's/She's/It's/We're/They're/You're*). Let's look at a few examples of the verb *to be* using the past and present forms.

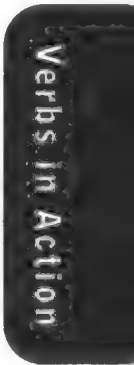
	PRESENT	PAST
<i>I</i>	<i>I'm going to bed early tonight.</i>	<i>I was very happy when I found my keys.</i>
<i>He/she/it</i>	<i>He is always late.</i> <i>She's arriving at 7:00.</i>	<i>It was very hot last week.</i> <i>She was at home last night.</i>
<i>We/you/they</i>	<i>You're early!</i> <i>We are never here on Tuesdays.</i> <i>They are coming soon.</i>	<i>You were early yesterday.</i> <i>We were living in New York at the time.</i> <i>They were the last ones to arrive.</i>

Add *not* to make a negative. A contraction is often used.

PRESENT	PAST
<i>I'm not</i>	<i>wasn't</i>
<i>he/she/it's not</i> or <i>isn't</i>	<i>wasn't</i>
<i>we/you/they're not</i> or <i>aren't</i>	<i>weren't</i>

Here are some examples of negative sentences in past and present.

I
I'm not working tomorrow.
I wasn't worried.



He/she/it
*She's not here. (She **isn't** here.)*
*He **wasn't** happy with his scores.*

You/we/they
*They're not coming. (They **aren't** coming.)*
*You **weren't** early yesterday.*

To make a question, invert the subject and the verb.

He is listening to music.
 question *Is he listening to music?*

They are here.
 question *Are they here?*

A question word can be added before the verb *to be*.

How late are you working tomorrow?
When are they coming?
 Etc.

B.

Let's look at when *to be* is needed to form certain verb tenses.

1. Present simple and past simple

To be is used in the present simple and past simple if followed by an adjective or noun.

He is a handsome man.
The children are happy in their new school.
We weren't surprised when they came.

2. Present progressive and past progressive

For present progressive and past progressive, use the auxiliary verb *to be* + the *-ing* form of the main verb.

I am taking a course at the local community college.
Elise isn't coming. She has to take care of her cat.
My boss wasn't listening when I told him about the money we lost.

3. Present or past perfect progressive

There is also a progressive form of the present or past perfect. You will use *have/has/had* and the past participle of the verb *to be*: *been*, followed by a verb + *ing*.

I have been missing you lately.
We have been living in New York for 3 years.
They had been planning to come, but couldn't.

4. **There + to be**

Use *to be* with the subject *there* in the present, past, perfect or future to describe the presence of something.

There is a lot of noise in the city.

There were too many problems in our department last year. Let's start fresh.

There will be a storm soon.

There have been a lot of accidents at that intersection.

There had been an explosion before the fire started.

5. **Passive**

The verb *to be* is also essential in forming the passive in all tenses. (See lessons 16 and 17.) In a passive construction, you will always use the verb *to be* + the past participle of the main verb. Let's look at a few examples.

The animal is fed and washed by the trainer. (present simple)

The movie is being shown again next week. (present progressive)

Taxes were raised again this year. (past)

The criminal has been apprehended. (present perfect)

The test will be given in the auditorium. (future)

The work has to be done by the time I return! (infinitive)

C.

1. In the following sentences, the verb *to be* is missing. Supply the correct form of the verb *to be*. Use a negative as indicated.

EXAMPLE: We _____ living in Austin, Texas right now.

are

1. I have _____ studying English for six months.
 2. There _____ enough forks for everyone. (negative)
 3. Last night, we _____ having dinner when you called.
 4. She _____ working when I stopped by. (negative)
 5. We have _____ thinking about moving to Connecticut.
2. Decide which verb tense (present, present perfect, past, future) is needed and write it in the space provided. Use a negative as indicated.

EXAMPLE: There _____ ten students here yesterday.

were

1. There _____ 50 people at the party tomorrow.
2. There _____ a lot of thunderstorms in our area recently.
3. "I'm thirsty." "There _____ some orange juice in the refrigerator. Help yourself!"
4. I went to the movies, but there _____ any tickets left. (negative)
5. When I got to the fire, there _____ three fire trucks there already.

D. Answer Key

1.
 1. *been*
 2. *aren't*
 3. *were*
 4. *wasn't*
 5. *been*

2.
 1. *will be*
 2. *have been*
 3. *is*
 4. *weren't*
 5. *were*

4. Present Progressive

A.

1. Formation

In order to form the present progressive tense, you will use the present tense of the verb *to be* and the *-ing* form of the main verb. Remember how the verb *to be* is conjugated:

I am (I'm)
he/she/it is (he's/she's/it's)
we/you/they are (we're/you're/they're)

Now let's look at some examples of the verb *to be* with the *-ing* form of the main verb.

I
*I'm **having** breakfast right now.*
He/she/it
*He's **living** with me.*
*It's **baking** in the oven at the moment.*
You/we/they
*You're **listening** to music.*
*The bells **are ringing**.*

To make a question, invert the order of the subject and the verb *to be*. (See lesson 2.)

***Are you having** breakfast right now?*
***Is he living** with you?*

To express a negative, use *not*. (See lesson 2.)

*I'm **not talking** to you.*
*She's **not** (she **isn't**) **working** right now.*
*The bells **aren't ringing**.*

2. Spelling changes in the *-ing* form

In most cases, you will form the progressive by simply adding *-ing* to the main verb: *going*, *walking*, *singing* etc. However, there are a few exceptions to this rule.

a. Verbs that end in *-e*

If there is an *-e* at the end of a verb, it should be dropped before you add the *-ing*. Verbs that end in *-e* are: *change*, *have*, *like*, *make*, *shake*, *take*, *hire*, etc.

*When you called, I was **taking** a shower.*
*He was **having** dinner when I got there.*
*The car was **shaking** when I got on the highway.*

b. One syllable verbs ending in consonant/vowel/consonant

You should double the final consonant of a verb if it is one syllable and ends with these three letters: consonant, vowel, consonant.

<i>cut</i>	<i>cutting</i>
<i>drop</i>	<i>dropping</i>
<i>hop</i>	<i>hopping</i>
<i>plan</i>	<i>planning</i>
<i>shop</i>	<i>shopping</i>
<i>sit</i>	<i>sitting</i>
<i>wrap</i>	<i>wrapping</i>
<i>tap</i>	<i>tapping</i>

c. Two syllable verbs ending in consonant/vowel/consonant with a second syllable stress

If a verb is two syllables, ends in consonant/vowel/consonant, and the stress is on the second syllable, the last letter is also doubled.

<i>forget</i>	<i>forgetting</i>
<i>begin</i>	<i>beginning</i>
<i>infer</i>	<i>inferring</i>
<i>refer</i>	<i>referring</i>
<i>prefer</i>	<i>preferring</i>

d. Two syllable verbs ending in consonant/vowel/consonant with a first syllable stress

However, if the stress is on the first syllable, do not double the last letter; just add *-ing*.

<i>happen</i>	<i>happening</i>
<i>open</i>	<i>opening</i>
<i>cover</i>	<i>covering</i>
<i>listen</i>	<i>listening</i>
<i>harden</i>	<i>hardening</i>

B.

The present progressive tense is used when talking about things that are happening at the moment of speaking, as opposed to the present simple tense, which is used to talk about habitual activities.

*You **are studying** English right now.*

*It **is raining** right now.*

It can also describe activities that are true at the moment of speaking but continue.

*We **are living** in Texas this year.*

*She's **studying** at the community college for the next two months.*

Finally, the present progressive is sometimes used to talk about a future arrangement. (See Lesson 15.)

I'm having lunch with Tom this afternoon.

C.

1. Use the subject and verb supplied to make a sentence in the present progressive.

EXAMPLE: *I/work*

I am working.

1. *I / study / mathematics at the university.*
2. *He / sit / on the couch and / watch / TV.*
3. *We / begin / to study more difficult verb tenses.*
4. *They / make / dinner for me tonight.*
5. *It / rain / right now.*

2. Put the following verbs into the present progressive tense using the pronoun in parentheses. Use a negative as indicated.

EXAMPLE: Where _____ ? (they, live)

Where are they living?

1. What _____ ? (they, do)
2. Sorry, I can't talk now. _____. (I, shop)
3. When _____ ? (they, arrive)
4. Be quiet. _____ to the radio. (she, listen)
5. _____ a jacket. It must be warm outside. (he, wear, negative)

D. Answer Key

1. 1. *I **am studying** mathematics at the university.*
2. *He **is sitting** on the couch and **watching** TV.*
3. *We **are beginning** to study more difficult verb tenses.*
4. *They **are making** dinner for me tonight.*
5. *It **is raining** right now.*
2. 1. *What **are they doing**?*
2. *Sorry, I can't talk now. **I am shopping** (I'm shopping).*
3. *When **are they arriving**?*
4. *Be quiet. **She is listening** (she's listening) to the radio.*
5. ***He is not wearing** (he's not wearing) a jacket. It must be warm outside.*

5. Stative Verbs

A.

Some verbs are commonly not used in the progressive tenses. These verbs are called “stative verbs” because they usually describe states rather than activities. The most common stative verbs are:

<i>know</i>	<i>realize</i>	<i>suppose</i>
<i>believe</i>	<i>seem</i>	<i>belong</i>
<i>understand</i>	<i>remember</i>	<i>forget</i>
<i>love</i>	<i>hate</i>	<i>like</i>
<i>need</i>	<i>prefer</i>	<i>want</i>
<i>smell</i>	<i>see</i>	<i>hear</i>

Here are a few examples of sentences in which you would not use the progressive tense.

I know a lot about history. (not I am knowing)
He believes in love at first sight.
We prefer Mexican food.
The dog belongs to me.

These verbs are usually not progressive in the present, past or perfect tenses.

She has known him for months. (not She has been knowing)
I've forgotten your name.
We realized that we wouldn't make it in time.
It seemed like rain.

B.

There are situations in which you may use some of the verbs in a progressive tense, but with a change in meaning. Following are a few examples.

I see Jim right now. He's over there. (not I'm seeing Jim.)
I am seeing Jim. (meaning you are having a relationship with him.)
She understands a lot in English. (not She is understanding a lot in English.)
She is understanding more and more every day. (to show an increase in her ability)
Do you realize how long we have known each other? (not Are you realizing...)
I am realizing that this isn't helping me. (to show that the realization occurs over a period of time)

C.

1. Stative verb or present progressive? All of the following sentences are in the present progressive, but some contain stative verbs and should not be in the progressive tense. Determine whether the

sentence is correct or incorrect, and change those that are incorrect to the correct tense.

EXAMPLE: *I am knowing my teacher very well.*

*Incorrect. I **know** my teacher very well.*

1. *I am living in Chicago.*
2. *He is liking Japanese food very much.*
3. *The kids are needing new boots for winter.*
4. *He is owning a BMW.*
5. *Sally is traveling right now.*

2. Stative verb or present progressive? All of the following questions are in the present progressive, but some contain stative verbs and should not be in the progressive tense. Determine whether the question is correct or incorrect, and change those that are incorrect to the correct tense.

EXAMPLE: *Are you knowing what time the train arrives?*

*Incorrect. **Do** you **know** what time the train arrives?*

1. *Are you understanding the lesson we studied today?*
2. *What are you thinking of the music?*
3. *Is she liking Jim?*
4. *Are you working tonight?*
5. *What are you doing later?*

D. ANSWER KEY

1.
 1. Correct
 2. Incorrect; He **likes** Japanese food very much.
 3. Incorrect; The kids **need** new boots for winter.
 4. Incorrect; He **owns** a BMW.
 5. Correct
2.
 1. Incorrect; **Do** you **understand** the lesson we studied today?
 2. Incorrect; What **do** you **think** of the music?
 3. Incorrect; **Does** she **like** Jim?
 4. Correct
 5. Correct

6. Present Perfect

A.

The present perfect simple expresses events that start in the past and continue up to the present. It is formed using *have/has* + past participle. “How long **have you lived** here?” is an example of a question in the present perfect. The answer is “**I have lived** here for six months.” You cannot use the past simple in this case, as it would indicate something that is finished. (See lesson 9 for further explanation.)

He/she/it

*She **has visited** several cities in the United States.*

*“**Has** he ever **been** to Europe?” “Yes, he **has**.”*

*It **hasn’t rained** here for three weeks.*

I/you/we/they

*“How long **have** you **lived** in New York?” “I **have lived** in New York for six years.”*

*You’ve **played** the guitar since you were young, **haven’t** you?*

*We **have** already **eaten**.*

*They **haven’t arrived** yet.*

Because this verb tense uses the past participle, it is important for you to learn this form for all verbs. The past participles of regular verbs end in *-ed*, just like the past tense. Irregular verbs, however, have various endings. Let’s take a look at a partial list of past participles.

BASE FORM	PAST PARTICIPLE	BASE FORM	PAST PARTICIPLE
<i>be</i>	<i>been</i>	<i>make</i>	<i>made</i>
<i>bring</i>	<i>brought</i>	<i>run</i>	<i>run</i>
<i>come</i>	<i>come</i>	<i>say</i>	<i>said</i>
<i>do</i>	<i>done</i>	<i>sell</i>	<i>sold</i>
<i>drive</i>	<i>driven</i>	<i>sing</i>	<i>sung</i>
<i>eat</i>	<i>eaten</i>	<i>speak</i>	<i>spoken</i>
<i>forget</i>	<i>forgotten</i>	<i>steal</i>	<i>stolen</i>
<i>get</i>	<i>gotten</i>	<i>think</i>	<i>thought</i>
<i>go</i>	<i>gone</i>	<i>take</i>	<i>taken</i>
<i>hide</i>	<i>hidden</i>	<i>understand</i>	<i>understood</i>
<i>know</i>	<i>known</i>	<i>wear</i>	<i>worn</i>
<i>leave</i>	<i>left</i>	<i>write</i>	<i>written</i>

See the appendix for a more complete list, or refer to individual verb charts.

The contracted form of the subject and the auxiliary *have/has* is commonly used. It looks like this:

I’ve + p.p.

*I’ve **been** there before.*

He/she/it’s + p.p.

*He’s **played** at the Mercury Lounge.*

You/we/they've + p.p.

You've been to Springfield, haven't you?

Question formation is standard. Note that *have/has* is the auxiliary in this tense.

(Question Word) + Auxiliary verb + subject + verb + remaining words

How long *has* *she* *studied* *English?*

How many times *have* *you* *been* *there?*

Have *you* *seen* *David lately?*

The negative (*not*) is added to *have/has* and can be contracted (*haven't/hasn't*). *Never* can also be used in certain cases.

I haven't asked him yet.

Hasn't she **been** there before?

We have never seen her before.

The auxiliary can be contracted with the subject, leaving *not* on its own, but this is not very colloquial and sounds old-fashioned in casual American conversation:

I've not been to France.

However, with *never*, the auxiliary is often contracted with the subject:

They've never seen an Almodóvar film.

B.

Now that you see how the present perfect is formed, let's look at some specific uses.

1. Using the present perfect with *how long/for/since*

We often use the present perfect to describe an activity that began at a specific point in the past and continues up to the present time. To ask the duration of or time frame for this occurrence, we use the question *how long*. For the response, you can express an amount of time using either *for* (to express the duration of an activity), or *since* (to express a specific starting point). Here are a few examples of questions and answers.

*"How long have you lived in Chicago?" "I have lived in Chicago
for 2 years/since 2003."*

*"How long has Helen studied English?" "She has studied English
for 10 years/since she was a child."*

*"How long have they worked there?" "They have worked there for
several years/since losing their jobs at the factory."*

Do not use the past tense to describe an activity that still continues, as in the above examples.

2. Using the present perfect with *ever* and *never*

The present perfect also allows us to discuss an activity that was completed in the past, but only if we are not concerned with the exact time of the occurrence. These questions often begin with “*Have you ever . . .*” or “*How many times have you . . . ?*”

*“Have you **ever traveled** outside of the country?” “Yes, I have been to South America **three times**.”*

*“Has John **ever eaten** sushi?” “No, he hasn’t. There aren’t any Japanese restaurants in his neighborhood.” (He **has never eaten** sushi.)*

*“How **many times** have they come to visit you in Hawaii?”
“They **have never come** here.”*

*“What book can we buy Lola for her birthday? **Has** she **read** War and Peace?” “I don’t think she **has ever read** anything by Tolstoy.”*

3. Using the present perfect with *yet/already*

Use *yet* for questions and negatives, and *already* for affirmative sentences.

*“Have you **finished** dinner **yet**?” “No, not **yet**. Call me back in a few minutes.”*

*“Have they **gotten** here **yet**?” “Yes, they have **already** arrived.”*

*“Can I get a boarding pass?” “I’m sorry sir. Your plane **has already taken off**.”*

Note: The simple past tense can also be used with *yet* and *already* with little change in meaning.

4. Using the present perfect with *recently, lately, this week, this month, this year*

When the present perfect is used with *recently, this week, etc.*, it emphasizes that the time period is not complete and the possibility that a certain activity may continue.

*It **has rained** a lot **this week**.* (this week is not finished and it may rain more)

*We **ve painted** the kitchen and the bathroom **today**.* (today is not finished and we might paint more)

*John **has missed** a lot of work **lately**.* (he might miss more)

*I **haven’t heard** from them **yet this month**.* (this month is not finished and you may hear from them)

Note: With words such as *recently, this week, etc.*, the past and present perfect are often used interchangeably. Again, the present perfect emphasizes the unfinished nature of an activity. Look at how the past is used:

*We **painted** the bathroom and kitchen **today**.* (We’re not doing any more painting today!)

C.

1. Fill in the blank with the correct past participle.

EXAMPLE: Have you ever _____ snails? (eat)

eaten

1. Have you _____ to her recently? (speak)
2. I'm sorry. I have _____ your name. (forget)
3. I would like to get in touch with Tom, but he hasn't _____ me with his address. (write)
4. Don't give Susan the keys. She has never _____ a car. (drive)
5. I can't believe he's not here. He has _____ about this event for two weeks. (know)

2. Choose either *for* or *since* to correctly complete the following sentences.

EXAMPLE: I have worked here _____ two months

for

1. I have lived in Chicago _____ three years.
2. He has worked in that restaurant _____ it opened.
3. We have played music together _____ we were children.
4. They have wanted to redo their kitchen _____ several years.
5. You have been a professor _____ many years, haven't you?

D. Answer Key

1. 1. spoken
2. forgotten
3. written
4. driven
5. known
2. 1. for
2. since
3. since
4. for
5. for

7. Present Perfect Progressive

A.

The present perfect progressive can often be used interchangeably with the present perfect. It describes an activity that started in the past and continues up until the present. See part B for specific differences between the simple and progressive forms. To form this tense, use *have/has + been +* the main verb + *-ing*. Remember that *has* is used for the third person (*he, she, it*). Here are some examples.

*"How long **have you been working** here?" "I've been working here for two months."*

*"**Has she been enjoying** herself?" "Yes. It's a beautiful resort."*

***You've been seeing** him a lot lately.*

***They have been traveling** for six months now.*

For questions, invert the auxiliary (*have/has*) and the verb. For negatives, use *haven't* or *hasn't*.

Question: *Where **has she been working** lately?*

Negative: *She **hasn't been working**. She doesn't have a job.*

B.

In some cases, you will see a difference between the present perfect and the present perfect progressive. The progressive emphasizes the activity in progress:

*"What **have you been doing**?"*

*"John and I **have been painting** all afternoon." (emphasis on the activity)*

***I've been reading** that book all afternoon. (emphasis on the activity)*

The present perfect emphasizes the finished task.

*"What **have you painted** so far?"*

*"We've **painted** the living room and the dining room." (emphasis on what has been completed)*

***I've read** several books this summer. (emphasis on what has been completed)*

In other cases, we can use the present perfect progressive (like the present perfect simple) to explain how long something has been happening. This activity may still continue, or it may have recently stopped. You can use either the present perfect or the present perfect progressive without any change in meaning.

*How long **have you been studying** English? (or How long **have you studied** English?)*

*She **has been working** here **for** at least a year now/**since** last year." (or *She's worked here . . .*)*

Remember that *for* expresses the duration of an activity, and *since* refers to the specific starting point.

C.

1. Answer the questions using the present perfect progressive tense. Use *for* or *since* as needed, and use contractions.

EXAMPLE: *How long have you been living in New York? (six years)*

I've been living in New York for six years.

1. *How long has he been working in the library? (1979)*
2. *How long have we been waiting for him? (20 minutes)*
3. *How long has she been traveling? (six months)*
4. *How long have they been thinking about coming to visit? (we moved here)*
5. *How long has it been raining? (this morning)*

2. Change the following sentences to the progressive tense.

EXAMPLE: *I've lived there for two years.*

I've been living there for two years.

1. *We've had a lot of problems recently.*
2. *They've visited us a lot lately.*
3. *He's finished his project at school.*
4. *I haven't done the work.*
5. *It hasn't snowed very much recently.*

D. ANSWER KEY

1. 1. *He's been working in the library since 1979.*
2. *We've been waiting for him for 20 minutes.*
3. *She's been traveling for six months.*
4. *They've been thinking about coming to visit since we moved here.*
5. *It's been raining since this morning.*
2. 1. *We've been having a lot of problems recently.*
2. *They've been visiting us a lot lately.*
3. *He's been finishing his project at school.*
4. *I haven't been doing the work.*
5. *It hasn't been snowing very much recently.*

8. Past Simple

A.

The past simple tense is used to describe an activity that happened at a specific time in the past and has been completed. For this reason, we often use time words that are related to the past: *ago* (*one year ago, one month ago, five minutes ago*), *last* (*last year, last night, last week*), *yesterday*, and so on. There are both regular and irregular past tense verbs. Regular past tense verbs are formed by adding an *-ed* to the base form. There are many irregular past tense verbs that you will have to learn.

Look at the following examples of regular past tense verbs.

*I **looked** at the movie schedule and **picked** one that I like.*
*He **worked** last week but he's on vacation this week.*
*We **talked** on the telephone but we **didn't** decide anything.*
*They **helped** me and I **thanked** them.*

Note that for the past tense, there is no change for third person (*he, she, it*). This also applies to negatives and questions.

Now let's look at irregular verbs in the past tense. Here is a short list of them with all three forms (base form, simple past, past participle). To see a complete list, look in the appendix.

BASE FORM	SIMPLE PAST	PAST PARTICIPLE
<i>bring</i>	<i>brought</i>	<i>brought</i>
<i>choose</i>	<i>chose</i>	<i>chosen</i>
<i>do</i>	<i>did</i>	<i>done</i>
<i>drive</i>	<i>drove</i>	<i>driven</i>
<i>eat</i>	<i>ate</i>	<i>eaten</i>
<i>give</i>	<i>gave</i>	<i>given</i>
<i>go</i>	<i>went</i>	<i>gone</i>
<i>leave</i>	<i>left</i>	<i>left</i>
<i>see</i>	<i>saw</i>	<i>seen</i>
<i>sell</i>	<i>sold</i>	<i>sold</i>
<i>speak</i>	<i>spoke</i>	<i>spoken</i>
<i>take</i>	<i>took</i>	<i>taken</i>
<i>think</i>	<i>thought</i>	<i>thought</i>
<i>understand</i>	<i>understood</i>	<i>understood</i>

Here are a few examples of sentences using the irregular past tense verbs.

*I **spoke** to him last Friday.*
*He **chose** to go to the community college in the neighborhood.*
*We **went** to California two weeks ago.*

B.

For negatives, add *didn't* before the base form of the verb. (Remember that as the auxiliary (*didn't*) shows the past tense the main verb will be in the base form.) Here are some examples of affirmative and negative sentences.

Affirmative: *I **wanted** to go.*

Negative: *I **didn't want** to go.*

Affirmative: *He **asked** me to come.*

Negative: *He **didn't ask** me to come.*

Affirmative: *He **studied** a lot yesterday.*

Negative: *He **didn't study** a lot yesterday.*

Also use *did* or *didn't* for forming questions. You must invert the subject and the verb. Remember the word order in questions.

(Question word) + auxiliary verb + subject + main verb + remaining words

"What **did** you **do** last night?" "I watched a movie on TV."

"**Did** you **listen** to the radio this morning?" "Yes, but I didn't hear anything interesting."

"When **did** she **see** him?" "She saw him this morning."

"How **did** they **get** here?" "They took the bus."

C.

1. Complete each sentence with the correct form of the verb in the past tense.

EXAMPLE: We _____ to the mountains last week. (go)

went

1. They _____ the train to Chicago. (take)
2. We _____ a note for them. (leave)
3. She _____ about the question. (think)
4. You _____ the movie, didn't you? (like)
5. I _____ the article well. (understand)

2. The following sentences are in the past tense. Make affirmative sentences negative, and negative sentences affirmative.

EXAMPLE: *He went to the mountains.*

*He **didn't go** to the mountains.*

1. *We enjoyed the play last night.*
2. *She ate too much.*
3. *He chose a tie to go with his suit.*
4. *They didn't bring a bottle of wine.*
5. *She didn't see him in concert.*

D. ANSWER KEY

1.
 1. *took*
 2. *left*
 3. *thought*
 4. *liked*
 5. *understood*

2.
 1. *We didn't enjoy the play last night.*
 2. *She didn't eat too much.*
 3. *He didn't choose a tie to go with his suit.*
 4. *They brought a bottle of wine.*
 5. *She saw him in concert.*

9. Present Perfect or Past Simple?

A.

Sometimes you may be uncertain whether to use the present perfect tense or the past simple tense. Let's look at some differences between the tenses.

1. Finished action vs. no specific time

It is very important to remember that the past simple tense always expresses a finished action in the past, no matter whether it happened five minutes ago, five months ago, or five years ago. Use the present perfect when you refer to an experience when no specific time is mentioned.

Present Perfect: "**Have you ever been** to San Francisco?" "Yes, I **have been** to San Francisco." (no specific time reference)

Past tense: "When **did you go** to San Francisco?" "I **went** last year." (a specific past time referred to)

Present Perfect: "**Have you eaten** at the new restaurant?" "Yes, I **have**." (no specific time reference)

Past tense: "When **did you eat** there?" "I **ate** there last week." (a specific time in the past referred to)

2. How long?

Also, remember that the present perfect tense (simple or progressive) talks about how long something has been happening. This activity is still going on, or has just recently finished. Therefore, it is different from the past simple which always expresses a finished activity. Compare the following sentences.

Present Perfect: I **have worked** at a bank for five years. (and you still work there)

Past simple: I **worked** at a bank for five years. (but you don't work there anymore)

Present Perfect: I **have lived** in Russia for three years. (and you still live there)

Past simple: I **lived** in Russia before I came to the U.S. (but you don't live there anymore)

3. Unfinished time

Often, if we want to emphasize that a period of time is not finished (such as *this morning*, *this week*, *this year*), we will use the present perfect instead of the past.

Present perfect: "How many times **have you been** to the gym *this week*?" (the week is not finished)

Past tense: "How many times **did you go** to the gym last week?" (the week is finished)

(See lesson 6 for further explanation.)

B.

1. Complete the sentences below with the correct form of the verb: past simple or present perfect. Use a negative as indicated.

EXAMPLE: She _____ here for three years. (*live*)

has lived

1. We _____ to the movies yesterday. (*go*)
 2. Today is their anniversary; they _____ married for 10 years. (*be*)
 3. He _____ since October. (*work, negative*)
 4. You _____ the key, didn't you? (*take*)
 5. I _____ three cups of coffee so far today. (*have*)
2. Complete the sentences below with the correct auxiliary verb: *haven't/hasn't/didn't* or *have/has/did*. Use the clue in parentheses.

EXAMPLE: She _____ been there before. (present perfect, negative)

hasn't

1. _____ you ever eaten snails? (present perfect)
2. She _____ ask him about the money yesterday.
(past simple, negative)
3. How long _____ they lived in the country? (present perfect)
4. _____ they come to the lecture? (past simple)
5. When _____ you talk to her last? (past simple)

C. ANSWER KEY

1. 1. *went*
2. *have been*
3. *hasn't worked*
4. *took*
5. *have had*

2. 1. *Have*
2. *didn't*
3. *have*
4. *Did*
5. *did*

10. Past Progressive

A.

We use the past progressive tense when we talk about an activity that was in progress in the past. You will use the verb *to be* in the past (*was/were*) as an auxiliary, along with the *-ing* form of the main verb. Sentences such as “*The children were playing*” and “*It was raining*” are in the past progressive. They are activities that did not occur in one moment and, therefore, are expressed using the past progressive tense. Let’s look at a few more examples.

I

I was living in San Salvador before I moved to New York.

He/she/it

Carolyn was living in Washington, D.C., from 1990 to 1993.

It was raining when I left work yesterday.

We/you/they

We were watching TV when the lights went out.

You were working yesterday, weren’t you?

For questions, invert the subject + auxiliary verb. (See lessons 2, 3, and 4.)

What were you doing here last night?

Why was he making a phone call from the street when he has a cell phone?

Were you expecting me to wait for you?

For negatives, add *not* to the auxiliary verb. Remember how to form *to be* in the past tense.

I wasn’t

I wasn’t listening, but she was.

He/she/it wasn’t

It wasn’t working correctly.

He wasn’t helping and so I told him to go home.

You/we/they weren’t

We weren’t living in Chicago in 1995.

They weren’t drinking last night.

B.

The past progressive can be used in several ways. Read the following paragraph, and notice the activities that were in progress when the narrator arrived at the park.

When I got to the park so many things were happening. The sun was shining, and several groups of children were playing baseball. A man was riding his bicycle and his friend was

jogging beside him. A woman and her young son **were having** a picnic.

We also use the past progressive to find out what was happening around a specific time in the past. Questions and/or answers often refer to that specific time and the time surrounding it (*at or around 8:00, at or around 12:30, etc.*)

"What were you doing last night at 10:00?" "I was watching TV."

Also, you will often see the past progressive and the past simple used together. In this case, an activity in progress (past progressive) is interrupted by an activity that happens at a specific moment (past simple).

*We **were having** dinner last night when the phone **rang**.
The lights **went out** while the students **were taking** a test.
While I **was driving** home last night, it **began** to rain.*

Finally, two activities may be in progress at the same time.

*The kids **were playing** while their parents **were preparing** the picnic.*

For spelling rules with *-ing*, see lesson 4.

C.

1. Complete the following sentences with the verb in the past progressive tense.

EXAMPLE: He _____ on the phone. (talk)
was talking

1. We _____ in the park. (walk)
2. She _____ him with his homework. (help)
3. It _____ last night. (rain)
4. They _____ to music. (listen)
5. You _____ me a question. (ask)

2. Form a question in the past progressive using the clues given.

EXAMPLE: *where/you/go*
Where were you going?

1. What/they/do?
2. Where/she/live?
3. Why/he/sing?
4. How/you/travel?
5. When/the movie/start?

D. ANSWER KEY

1.
 1. *were walking*
 2. *was helping*
 3. *was raining*
 4. *were listening*
 5. *were asking*
2.
 1. *What were they doing?*
 2. *Where was she living?*
 3. *Why was he singing?*
 4. *How were you traveling?*
 5. *When was the movie starting?*

11. Past Perfect and Past Perfect Progressive

A.

1. Past perfect formation

To form the past perfect, you will use *had* + the past participle. Here are a few examples.

*I **had lived** in France for 10 years before I came to the United States.*

*He **had never tried** mussels before he went to Belgium.*

*When they got to the airport, the plane **had already left**.*

In this tense, *had* is the auxiliary verb. To form a question, invert the subject and verb.

*What **had he done** to make them so angry?*

***Had you ever seen** the man before?*

To form a negative, add *not* to the auxiliary. The contracted form is *hadn't*.

*He **hadn't noticed** the man sitting in the chair.*

*We **hadn't been** there more than a minute when it started to rain.*

Affirmative verbs can also be contracted.

I'd

He/she/it'd

We/you/they'd

*She'd **heard** a lot about him before they met.*

2. Past perfect progressive formation

Form the past perfect progressive using *had been* + verb + *-ing*.

*Earl **had been buying** lottery tickets for 17 years when he bought a winning ticket.*

*We **had been studying** for hours when we decided to take a break.*

B.

1. Order of events

We use past perfect to show the order in which things happened in the past. It often occurs in a sentence along with the past tense. An action using past perfect happened before an action in the simple past. The following sentences are examples.

*Before I met him, I **had heard** a lot about him.*

*When I got to work, I found out that I **had missed** an important meeting.*

*When I spoke to Hal, I found out that his wife **had had** a baby.*

In contrast, if the past perfect is not used, the order of events is different. Compare the following sentences.

*When I arrived at the party, my friend **had** already **left**.* (My friend had left *before* I arrived.)

*When I arrived at the party, my friend **left**.* (My friend left *after* I got to the party.)

2. How long?

Both the past perfect and the past perfect progressive can be used to show how long an event or action was occurring in the past before something else occurred.

*We **had lived** in France for seven years before moving to Spain.*

*The cat **had been sleeping** for hours when I got home.*

*I **had been working** for hours and was exhausted when I got home.*

The past perfect progressive can also be used to describe a general progressive occurrence in the past. The event or action is now completed, but at one point it was incomplete and continuous.

*We **had been thinking** about moving to Paris.*

*They **had been hoping** for a little boy.*

3. Past unreal conditionals

Both the past perfect and the past perfect progressive are used in the past unreal conditionals.

*If she **had heard** the phone, she would've answered it.*

*If they **had been living** here at the time, they would've come to the opening.*

C.

1. Use the clues given below to form a sentence in the past perfect.

EXAMPLE: *The plane/already/left*

The plane had already left.

1. *She/never/be/to London before*
2. *They/not/eat/yet*
3. *We/live/there for two months*
4. *I/just/wake up*
5. *He/already/leave*

2. Use either the past simple or the past perfect in the sentences below.

EXAMPLE: *They hadn't begun to eat yet when we _____ (get) to the restaurant.*

got

1. *She had lived there for two months before she _____ (find) a job.*
2. *They _____ (already/leave) when we got there.*
3. *Cynthia _____ (never/see) him before she met him last night.*
4. *We hadn't been to a musical before we _____ (see) "The Producers" last night.*
5. *They _____ (already/prepare) the dinner by the time we arrived.*

D. ANSWER KEY

1.
 1. *She had never been to London before.*
 2. *They had not eaten yet.*
 3. *We had lived there for two months.*
 4. *I had just woken up.*
 5. *He had already left.*
2.
 1. *found*
 2. *had already left*
 3. *had never seen*
 4. *saw*
 5. *had already prepared*

12. Using the Modal *Will*

To express a spontaneous decision, an offer, a promise or a prediction in the future, use *will*. For example, "*I'll help you with that,*" is an offer and "*I'll come with you,*" is a spontaneous decision. (For plans or arrangements in the future, use *be going to* or the present progressive.)

A contraction can be used for all forms.

I will

I'll

He/she/it will

He/she/it'll

You/we/they will

You/we/they'll

Will is a modal verb. That means that the verb that follows *will* is always in the base form. Also, there is no added -s for the third person *he*, *she*, and *it*. (See lesson 33.)

The negative of *will* is *will not* or *won't*.

*"You **won't** believe what happened!" "Really? Tell me about it."*

For a question, invert the subject and the auxiliary *will*.

***Will** you come with us?*

*What **will** you do if you don't get the job?*

B.

Here are some more specific uses of *will*.

1. Making predictions

*"Do you think that Sophia **will** come?" "Yes. I'm sure she'll come."*

*There's a possibility that it **will be** cold this weekend. Take a sweater.*

2. Making offers

*You're not feeling well. I'll **make** dinner tonight.*

*"The telephone is ringing." "I'll **get** it."*

3. Making requests

*"**Will** you **help** me?" "Sure. No problem."*

*"**Will** you **open** the door, please?" "Of course."*

4. Refusing

*I hate spinach. I **won't** eat it!*

5. Making promises, threats or warnings

"You can't watch TV now. You have homework to do." "I promise

*I'll **do** my homework after the show!"*

*If you don't turn in that essay, I'll **fail** you.*

6. Expressing Conditions (see lesson 17)

*If we are late, we **won't be** able to see the movie.*

*If you come for dinner, I'll **make** your favorite dessert .*

C.

1. *Will* has many uses. There are six described in the lesson above. Match each sentence below to one of the six uses above.

EXAMPLE: *I'll get the door for you.*

2. Making offers.

1. *If you don't give me the money, I'll have to talk to your boss.*
2. *Will you help me with the dinner?*
3. *What do you think he will do?*
4. *I'll call him for you.*
5. *If you talk to him, will you ask him to call me?*

2. Make the following sentences affirmative if they are negative, or negative if they are affirmative.

EXAMPLE: *We won't be there.*

We will be there.

1. *I think he'll go.*
2. *I'm sure she'll help me with my problem.*
3. *They won't find out.*
4. *It won't rain tomorrow.*
5. *They'll be there early.*

D. ANSWER KEY

1. 1. 5. Making threats/6. Expressing conditions
2. 3. Making requests
3. 1. Making predictions
4. 2. Making offers
5. 3. Making requests/6. Expressing conditions
2. 1. *I think he **won't** go.*
2. *I'm sure she **won't** help me with my problem.*
3. *They'll **find out**.*
4. *It **will** rain tomorrow.*
5. *They **won't** be there early.*

13. Future Progressive

A.

The future progressive tense allows us to talk about an activity that will be in progress at a certain time in the future. It is, like all progressive tenses, formed with the verb *to be* and the *-ing* form of the main verb. With *will* it will look like this: *will be* + main verb + *-ing*.

Let's see how it looks.

"What will you be doing tomorrow night at 8:00?"

"I'll be working. I have to work late tomorrow night."

The negative is formed by adding *not* to *will*. To form a question invert the subject and the auxiliary *will*.

"What will you be doing in 10 years?"

"I won't be living in this tiny apartment!"

Remember that *will* is a modal verb and follows all of the rules for modals (see lesson 31). The verb following *will* is always in the base form. Also, there is no added *-s* for the third person *he, she, and it*.

B.

1. Answer the following questions according to your own thoughts about your life in the future. Use complete sentences.

1. *Where will you be living in ten years?*
2. *Where will you be working next year?*
3. *What time will you be arriving home tonight?*
4. *What will you be doing tomorrow night at 6:00?*
5. *What will you be doing at this time next year?*

2. Make each of the following sentences negative.

1. *I'll be studying English next year.*
2. *He'll be arriving at 7:00.*
3. *We'll be working.*
4. *They'll be traveling.*
5. *It'll be raining all night.*

C. ANSWER KEY

1. 1–5 Answers will vary
2.
 1. *I won't be studying English next year.*
 2. *He won't be arriving at 7:00.*
 3. *We won't be working.*
 4. *They won't be traveling.*
 5. *It won't be raining all night.*

14. Future Perfect and Future Perfect Progressive

A.

The future perfect tense allows us to talk about something that will be completed by or before a certain time in the future. It is formed by using *will have* + past participle. Remember that modal verbs (like *will*) are always followed by the base form of the verb—in this case, *have*.

*Call back after lunchtime. We **will have finished** by then.
She **will have finished** her degree by the year 2008.*

To form a negative, add *not* to the auxiliary verb (*will*) and form questions by inverting the subject and the auxiliary verb.

*Don't count on getting the final draft tomorrow. She **won't have finished** by then.
I'll come at 2:00. **Will you have gotten** the instructions by then?*

B.

We can also use a progressive form in the perfect. Like all progressives, it is formed by using the verb *to be* and the *-ing* form of the main verb. It will look like this: *will have been* + verb + *-ing*. Remember that the verb *to be* will be in the past participle form, *been*.

*If she works until midnight, she **will have been working** on that project for twelve hours.
Can you believe that by next month we **will have been living** in our house for ten years?*

C.

1. Complete the sentence with the correct form of the verb. The verb form will depend on whether the tense is future perfect or future perfect progressive.

EXAMPLE: *She will have _____ here two years. (work)*
worked (future perfect)

1. *They will have _____ two movies by 10:00. (watch)*
2. *He will have been _____ for one year in May. (travel)*
3. *You will have _____ me for three years at the end of this semester. (know)*
4. *We will have been _____ for 10 hours at 8:00. (work)*
5. *She will have _____ hundreds of books before she retires. (write)*

2. Each of the following sentences has a mistake. Find it and correct it.

EXAMPLE: *She will has studied there two months.*

*She will **have** studied there two months.*

1. *What she will have done by the end of the day?*
2. *We will have work for a long time.*
3. *It's too late. The plane will have leave by the time we get there.*
4. *You will had finished by 2:00, won't you?*
5. *She will have had dinner?*

D. ANSWER KEY

1. *watched*
2. *traveling*
3. *known*
4. *working*
5. *written*
1. What **will she** have done by the end of the day? (reverse the subject and auxiliary verb)
2. We will have **worked** for a long time. (use the past participle)
3. It's too late. The plane will have **left** by the time we get there. (past participle is required)
4. You will **have** finished by 2:00, won't you? (always use the base form after a modal)
5. **Will she** have had dinner? (invert the subject and auxiliary verb in questions)

15. Other Future Tenses

A.

In the last three lessons, we have looked at how to use the verb *will*. Now let's look at some other ways to express the future. Specifically, how can we talk about future arrangements and plans? We cannot use *will*, but there are several other ways of doing so.

1. Future with *to be going to*

The *going to* future is one way to talk about plans or decisions that you have made before the moment of speaking. To form the *going to* future you will use *to be (am/is/are) + going to + main verb (base form)*. Here are a few examples.

I'm going to invite the Garcias over for dinner.

She's going to help me on the project.

We're going to build a new house near the river.

They're going to call him about the job tomorrow.

Add *not* to form a negative.

A: *"I'm not going to come with you."*

B: *"Why not? I thought you liked parties."*

A: *"Charlie isn't going to be there and so I'd rather not go."*

To form questions, invert the subject and the auxiliary verb.

What are you going to do tonight?

You will also see that *going to* is used for predictions, when there is evidence that something is going to happen.

The sky is really dark. It's going to rain.

Her acting was excellent. She's going to win an Oscar.

2. Present progressive for future

We can also use the present progressive for the future (see lesson 4 for formation). It is very similar to *going to* in use, but focuses more on specific arrangements that we have made.

Harold and Maude are taking a cruise this summer. We should do that next year.

I'm having lunch with Carolyn tomorrow. Do you want to join us?

Helen is baby-sitting from 6:00 to 8:00 tomorrow and then she's coming over to watch a movie.

However, the difference is slight—present progressive and *going to* futures can often be interchanged.

She's baby-sitting tomorrow. or *She's going to baby-sit tomorrow.*

She's coming over to watch a movie. or *She's going to come over to watch a movie.*

3. Present simple for future

Finally, the present simple can also be used to indicate a future event. Usually it refers to a fixed time or schedule in the future. Look at the following sentences.

*The train **leaves** at 3:54 this afternoon.*

*The gym **opens** at 7:00 tomorrow morning.*

*The movie **begins** early; we should go.*

B.

1. Complete the future plans below by using *be going to*, present progressive or present simple as indicated.

EXAMPLE: *She/work/on Monday* (present progressive)

She is working on Monday.

1. *He/have dinner with Jim/tomorrow* (be going to)
2. *We/play tennis/at the gym* (present progressive)
3. *They/be/at the party on Saturday* (be going to)
4. *She/have/a birthday party this weekend* (present progressive)
5. *The movie/start/at 7:40* (present simple)

2. There is a mistake in each sentence below. Find the mistake and correct it.

1. *You are taking a vacation this summer?*
2. *She will have a party next week.*
3. *The train don't leave until 5:00.*
4. *We not going to come with you.*
5. *The store open at 10:00.*

D. ANSWER KEY

1. 1. *He is going to have dinner with Jim tomorrow.*
2. *We are playing tennis at the gym.*
3. *They are going to be at the party on Saturday.*
4. *She is having a birthday party this weekend.*
5. *The movie starts at 7:40.*
2. 1. **Are you** taking a vacation this summer? (invert the subject and auxiliary verb in questions)
2. *She **is having/is going to have** a party next week.* (the present progressive and *to be + going to* are both preferable to *will* for plans or arrangements)
3. *The train **doesn't** leave until 5:00.* (don't forget the third person form)
4. *We **are not going to come** with you.* (you must have the verb *to be + going to*)
5. *The store **opens** at 10:00.* (don't forget the third person -s)

16. Passive Voice: Form

A.

In English, we contrast two voices: the active and the passive. In the active voice, the subject of the sentence (the agent) is active or causes the action of the sentence. In the passive voice, the object of the active sentence becomes the subject.

Active sentence: *Shakespeare **wrote** Hamlet.*

Passive sentence: *Hamlet **was written** by Shakespeare.*

The “by” phrase (*by Shakespeare*) tells who or what did the action, and is often unnecessary.

Let’s look at how to form the passive, and in the next lesson we’ll look at when this tense is used.

The passive tense will always be formed using the verb *to be* (in any tense) + past participle. The most common are listed here.

Present simple passive

*I **am required** to wear a uniform at work.*

Present progressive passive

*My watch **is being fixed** at the shop down the street.*

Present perfect passive

*His TV **has been fixed** several times, but it still doesn’t work.*

Past simple passive

*Three men **were arrested** in connection to the robbery.*

Past progressive passive

*I felt like I **was being followed**.*

Past perfect passive

*By the time we arrived, the work **had been done**.*

Future simple passive

*Your shirt **will be cleaned** by Tuesday.*

Future perfect passive

*“Is your group finished preparing the presentation?” “Not quite, but I’m sure that most of the work **will have been finished** by the end of the day.”*

Passive infinitive

*I don’t want **to be held** responsible for this mistake.*

Passive gerund

*He doesn’t enjoy **being given** so much responsibility at work.
Their house, built in a valley, was in danger of **being hit** by a tornado.*

Modals – Present passive

*This problem **can be fixed**.*

*Smoking **should be banned** in bars and restaurants.*

Modals – Past passive

*It **should have been banned** years ago.*

B.

It is very common in spoken English to hear the passive formed with the verb *get* in place of *be*. Look at the following constructions:

*I **got stung** by a bee.*

*He **got called** for jury duty.*

*Your application **will get rejected** if you haven't filled in all the correct information.*

This is not normally used in formal written English, but you will hear this in everyday conversation. See the appendix for a list of the most common verbs used with the auxiliary *get*.

C.

1. Change the following sentences from active voice to passive voice. Do not use a "by" phrase if it is unnecessary.

EXAMPLE: *He broke the window.*

The window was broken.

1. *The driver drove her to the station.*
2. *Someone made his shoes in China.*
3. *The mayor has to raise taxes.*
4. *The school should have given the test on Tuesday.*
5. *They are fixing my watch.*

2. Use *should* and one of the verbs below to complete the following passive sentences.

EXAMPLE: *The kids _____ at 2:00.*

*The kids **should be picked up** at 2:00.*

pick up take handle send recycle finish

1. *Resumes _____ to the personnel department.*
2. *The medicine _____ three times a day with meals.*
3. *The work _____ by this Friday.*
4. *Paper, glass, and metal _____.*
5. *This package is fragile. It _____ with care.*

D. ANSWER KEY

1. 1. She was driven to the station.
2. His shoes were made in China.
3. Taxes have to be raised.
4. The test should have been given on Tuesday.
5. My watch is being fixed.
2. 1. should be sent
2. should be taken
3. should be finished
4. should be recycled
5. should be handled

17. Passive Voice: Usage

A.

Sentences in the active and the passive voice can have similar meanings. The passive voice, however, is used when emphasis is placed on the object of the active sentence, rather than on the subject (the agent). The passive is commonly used in the situations listed below:

1. The agent is unknown or not important

*Our house **was built** in the 1920s.* (We don't know who built it.)

2. The agent is obvious

*The man **was arrested**.* (It's obvious that the police arrested the man. It's not necessary to say *by the police*.)

*His car **was made** in Germany.* (It's clear that the employees of the factory made his car. We don't need mention them.)

3. To take responsibility away from what or who did the action

*Your documents **have been misplaced**.* (Even if we know who misplaced the documents, we avoid blaming them by using the passive voice.)

B.

You can mention the agent in a passive sentence by using a "*by*" phrase. A "*by*" phrase is commonly used when new information is introduced or you specifically want to highlight the agent of the passive sentence.

*The book we read in class **was written by a famous politician**.*
*The building **was designed by the architect Frank Gehry**.*

C.

1. Look at the sentences below and identify whether they are passive or active.

EXAMPLE: *My watch **was made** in Switzerland.*

passive

1. *He **is woken up** every day by the bells.*
2. *Your call **is being transferred**.*
3. *They **will work on** it tomorrow.*
4. *The wallet **was left** on the table.*
5. *You **have been to** so many places.*

2. Use a verb in the passive voice (past tense) to complete the sentences below.

EXAMPLE: *The short story _____ by a well-known author.
was translated*

translate find write steal arrest ask

1. *The man _____ when the police found out that he was driving under the influence.*
2. *The stolen cars _____ in a nearby town.*
3. *My wallet _____ while I was riding the bus yesterday.*
4. *After causing a disturbance at the concert, the kids _____ to leave.*
5. *My favorite novel _____ by J. D. Salinger.*

D. ANSWER KEY

1.
 1. *passive*
 2. *passive*
 3. *active*
 4. *passive*
 5. *active*
2.
 1. *was arrested*
 2. *were found*
 3. *was stolen*
 4. *were asked*
 5. *was written*

18. Real Conditional: Present and Future

A.

1. Zero conditional

CONDITION	RESULT
If + present simple,	(then) present simple
<i>If you heat water, it boils.</i>	
<i>If she eats seafood, she gets sick.</i>	

Note that *if* can be replaced by *when* or *whenever*.

2. First conditional

CONDITION	RESULT
If + present simple,	will + base form of the verb
<i>If you make dinner, I will come.</i>	
<i>If you do that again, she'll be very angry.</i>	

Questions are formed by inverting the subject and the auxiliary verb.

*What **will** you **do** if you **can't** find your keys?*
*How **do** you **manage** if you **don't** earn enough money?*

You can put a negative (*not*) in the condition or the result clause, or both.

*If my husband **doesn't** work in the summer, he usually spends hours in the garden.*
*If I **can't** find my keys, I'll call the locksmith.*
*If I help him, then he **won't** need Cindy's help.*

B.

Now let's look at how these conditionals are used.

1. Zero conditional

The zero conditional sets up a possible condition and a definite result.

*If she **eats** seafood, she **gets** sick.*

That is, every time she eats seafood (a possible occurrence), she gets sick (the definite result).

2. First conditional

The first conditional sets up a possible condition and a probable result.

*If it **rains** tomorrow, we **won't** go to the beach.*

It might rain tomorrow (a possible occurrence) and in that case, we will not go to the beach (the probable result).

Notes:

a. *Will* is a modal verb, but almost any other modal or modal-like verb can be used in a first conditional sentence (*can*, *must*, *should*, *have to*, etc.)

If you **come** early on Tuesday, you **can** help me set up the tables and chairs.

If Natalie **stays** late at school, she **should** call home to let her parents know.

If he **fails** the test, he **has to** sign up for summer school.

- b. Will can be replaced by another future tense such as *going to*.

If he eats all of that food, he's going to get sick.

- c. In all conditional sentences, the two clauses (condition and result) can be inverted. In written English, you don't need to use a comma.

You can help me set up the tables and chairs if you come early on Tuesday.

C.

1. Complete the sentences with the correct form of the verb. Use negative as indicated (neg.).

1. If you _____ (stay) at that hotel, you will regret it.
2. If he _____ (have, neg.) enough money, I will lend him some.
3. If they _____ (try), I'm sure they can do it.
4. He'll be late if he (leave, neg.) _____ right now.
5. If they _____ (talk, neg.) about it, they will never solve their problems.

2. Match the following conditions to their logical result.

- | | |
|-------------------------------------|--|
| 1. If you stay in the sun too long, | a. you should see a doctor. |
| 2. When he works so much, | b. she has trouble waking up. |
| 3. If they don't buy it now, | c. you will get burned. |
| 4. If she doesn't drink coffee, | d. he doesn't have time for anything else. |
| 5. If you get sick, | e. the prices will go up. |

D. ANSWER KEY

1. 1. stay

2. doesn't have

3. try

4. doesn't leave

5. don't talk

2. 1. c.

2. d.

3. e.

4. b.

5. a.

19. Unreal Conditional: Present and Future

A.

Second Conditional

CONDITION
If + past tense

RESULT
would/could + base form of the verb

*If we **won** the lottery, we **could travel** around the world.*
*If I **saw** a ghost, I **would scream**!*

Questions invert the subject and the auxiliary verb (*would/could*) in the result clause.

*What **would you** do if you found a wallet on the street?*

And you can use a negative in the condition or the result clause.

*If I **didn't call** my parents every weekend, they would be upset.*
*If he invited me to his party, I **wouldn't go**.*

Note that for all conditional sentences, the two clauses (condition and result) can be inverted. If you put the result before the condition, you don't need to use a comma in written English.

I would be upset if you didn't call me.

The verb *to be* in the condition clause is often changed to *were* for all forms (*I, you, he, she, it, you, we, and they*).

*If I **were** you, I wouldn't do it.*
*If she **were** older, she could go into the bar.*

Contractions with *would* are used in the result clause.

I'd
He/she/it'd
We/you/they'd
I'd come if she called.
We'd go if they asked.

B.

Now let's look at how we use the second conditional.

The second conditional expresses an unreal condition, and an imagined result. The condition is unreal because it is improbable or impossible.

*If Patrick **earned** enough money this year, he **would buy** a car.*

The condition is improbable because we know that it is unlikely that Patrick will earn enough money.

*If I **were** an animal, I **would be** a bird.*

Here the condition is impossible because the speaker is not an animal.
The second conditional also is useful when giving advice.

*If I **were** you, I **would take** the job.
I **wouldn't buy** the house if I **were** them.*

C.

1. Complete the sentences with the correct form of the verb. Use past tense for unreal conditionals (lesson 19) and *will* for real conditionals (lesson 18). Use the negative as indicated (neg.).

EXAMPLE: If I _____ you, I would go.

were

1. If he _____ (have) enough time, he would take a night class.
 2. If it _____ (rain) tomorrow, we're not going to the beach.
 3. If my little sister _____ (bother, neg.) me so much, I wouldn't mind sharing a room with her.
 4. If she _____ (let) you borrow her car, we can go to Philadelphia tomorrow.
 5. If they _____ (be) smarter, they would buy instead of renting.
2. In the following unreal conditionals, either the condition or the result is incomplete. Use either the **past tense** or **would/could + base form** to complete each sentence. Use negative as indicated.
 1. We _____ (take) the train if we had enough time.
 2. If she were older, she _____ (go) on her own.
 3. My brother would fix your car if he _____ (be, neg.) on vacation.
 4. If this house _____ (have) a backyard, it would be perfect.
 5. If you _____ (behave, neg.) so badly, our class would be much better.

D. ANSWER KEY

1. 1. *had*
2. *rains*
3. *didn't bother*
4. *lets*
5. *were*
2. 1. *would take*
2. *would go*
3. *weren't*
4. *had*
5. *didn't behave*

20. Unreal Conditional: Past; Mixed Conditionals

A.

The unreal past conditional is formed by using the past perfect and *would* + the present perfect. It looks like this:

CONDITION	RESULT
If + past perfect,	would/could + have + past participle (would + present perfect)

*If Tim **had had** time, he **would've visited** us last summer.*

*If **we'd known** about discount, we **would've bought** our blender
at Macy's.*

As you can see in the examples above, you can use contractions in both the condition (*I'd, you'd, he'd, she'd, we'd, they'd*) and the result clause (*would've/ wouldn't have*).

Questions invert the subject and the auxiliary verb (*would*) in the result clause.

*What **would you** have done if you had failed the test?*

And you can use a negative in the condition or the result clause.

*If you **hadn't** reminded her about the robbery, she **wouldn't** have
gotten so upset.*

*If he had remembered the passports, we **wouldn't** have missed our
flight.*

Note that for all conditional sentences, the two clauses (condition and result) can be inverted.

*I **would have been** upset if you **hadn't** called me.*

*I **wouldn't** have gone if he **had** invited me to his party.*

B.

This conditional expresses an unreal condition and an imagined result in the past. Let's say you arrived at work late this morning because you forgot to set your alarm last night.

*If you **had set** your alarm last night, you **wouldn't have been**
late for work.*

Both the condition (*if you had set your alarm clock*) and the result (*you wouldn't have been late for work*) happen in the past. They are called *unreal* because they are impossible—they describe a situation in the past that did not happen.

*If I'd **known** you were feeling sick, I **would've canceled** the
meeting. (but I didn't know, and I didn't cancel the meeting)*

*If she **hadn't studied** so hard, she **wouldn't have gotten** into Harvard. (but she did study very hard, and she did get into Harvard)*

1. Mixed conditionals

You might find that in some cases, you will use a past condition and a present result (of an unreal conditional). That is, you're looking at the present result of an unreal condition. Here are two examples.

*If you **hadn't come** home so late last night, I **wouldn't be** so angry right now. (but you did, and the result is I am angry now)*

*If I **hadn't drunk** so much last night, I **wouldn't have** such a terrible hangover today. (but I did drink too much, and I have a hangover now)*

C.

1. The following sentences are unreal past conditionals. Complete them with the appropriate verb forms for the condition clause or the result clause.

EXAMPLE: I _____ (call) you if I had had your number.
would have called

1. What would you have done if she _____? (come)
2. If they _____ (eaten, neg.) at Bodega Joe's, they wouldn't have gotten sick.
3. The actress _____ (win) an Oscar if she had taken the part in the movie.
4. If John _____ (study, neg.) Russian, he wouldn't have been able to translate for them.
5. Kathleen _____ (look for) another job if her boss hadn't given her a raise.

2. Match the following conditions to their logical result in the following mixed conditionals.

- | | |
|--|--|
| 1. If she had taken more courses in education, | a. he wouldn't be so tired. |
| 2. If Tom hadn't eaten so much, | b. I could get my money back. |
| 3. If I hadn't lost my receipt, | c. she would be a better teacher. |
| 4. If you had put your keys away, | d. they wouldn't be so angry now. |
| 5. If we had notified them last week, | e. you wouldn't be looking for them now. |

D. ANSWER KEY

1. 1. *had come*
2. *hadn't eaten*
3. *would have won*
4. *hadn't studied*
5. *would have looked for*

2. 1. c
2. a
3. b
4. e
5. d

21. Infinitives

A.

Infinitives (*to* + base form) have simple, progressive, and perfect forms, in both passive and active voice. Let's look at the different forms an infinitive can take.

The plain infinitive is made up of *to* + base form of the verb.

*She liked **to swim** more than she liked **to do** other sports.*

The progressive infinitive is made up of *to be* + verb + *-ing*.

*She seems **to be enjoying** her new job.*

The perfect infinitive is made up of *to have* + past participle.

*Jim would like **to have been** there, but he couldn't go.
They seem **to have understood** what we were saying.
She appears **to have accepted** the bad news surprisingly well.*

The perfect progressive infinitive uses *to have been* + verb + *-ing*.

*We seem **to have been driving** around in circles.
She seems **to have been doing** a good job so far.*

The passive infinitive is *to be* + the past participle of the verb.

*He wanted **to be recognized** for all of the work that he did.*

The passive perfect infinitive is *to have been* + the past participle.

*He seems **to have been delayed** by traffic.*

B.

You will find the infinitive used in several ways.

1. Verbs followed by an infinitive

Many verbs are followed by an infinitive. You will need to learn which verbs these are. A few examples are: *agree, attempt, offer, fail, need, seem, forget, would like* and *promise*. (See Lesson 27.) Let's look at a few example sentences.

*He agreed **to meet** me at 12:00 but then he didn't come.
She needs **to be picked up** after school.
We fail **to see** the humor in this prank.
She promised **not to do** it again.
They seem **to have been** upset, but we don't know why.*

Notice the negative (*not*) comes before the infinitive.

2. Verb + object + infinitive

Other verbs are followed by an object and then an infinitive. Some examples are: *want, need, tell, ask, would like, expect, order, warn, and teach*. (See lesson 28.)

*The teacher **asked us to be** quiet.*
*My mother **would like me to come** straight home today.*
*She **told us not to tell** anyone.*
*We **warned them to be careful** when crossing the street.*

3. Infinitives of purpose

An infinitive can tell us why or for what purpose something is done. You can use the simple infinitive, or *in order to*. Here are some examples.

*To **make** the food taste better, the chef adds butter and salt. (or **In order to make** the food taste better . . .)*
*He's going to San Francisco **to look** for a job.*
*He needs something **to cut** the grass.*
*She brought me some flowers **to make** me feel better.*
*"Why did he call you?" "To **make** plans for tomorrow night."*

4. Infinitive after question words

The infinitive can follow question words (*who/m, what, where, when, why, how*) after certain verbs: *know, tell, find out, remind, remember, ask, explain, understand*, etc.

*Do you know **how to swim**?*
*He doesn't understand **what to do**.*
*Can Sally tell us **when to lock** the doors?*
*I'll have to find out **whom to contact** about the power outage.*
*Did he remind you **where to leave** the contract?*

5. Infinitive after certain adjectives

Use the infinitive after certain adjectives, such as *impossible, dangerous, safe, hard, interesting, exciting, better, worse*, etc.

*Is it **safe to swim** here?*
*He's **impossible to understand**.*
*This room is **hard to work** in. There's not enough light.*
*It's **interesting to know** that so many people speak Spanish in New York City.*
*Is it **better to love or to be loved**?*

6. *too* + adjective + infinitive

You can also use the infinitive after *too* + an adjective.

*She's **too young to drink**.*
*It's **too far to walk**. Let's take the bus.*
*This dish is **too hot to eat**. Let's wait until it cools down.*
*I have **too much to do**. I can't go to the concert.*
*Put your son down. He is **too old to be carried**.*

C.

1. The infinitive takes many forms. Follow the cues to form the infinitive correctly in the following sentences.

1. He wanted _____ (go). (plain infinitive)
2. He would like _____ (be) there. (perfect infinitive)
3. They appear _____ (have) a good time. (progressive infinitive)
4. She wants _____ (get) a degree in biology. (plain infinitive)
5. We asked _____ (pick up) last. (passive infinitive)

2. Respond to your friend's suggestion for an activity by using the clues in parentheses.

EXAMPLE: *Let's go outside! (It's too cold . . .)*

It's too cold to go outside.

1. *Let's play tennis! (It's too hot . . .)*
2. *Let's go out tonight! (He's too tired . . .)*
3. *Let's go to a bar! (She's too young . . .)*
4. *Let's do the work here. (It's too dark . . .)*
5. *Let's walk. (It's too far . . .)*

D. ANSWER KEY

1.
 1. *to go*
 2. *to have been*
 3. *to be having*
 4. *to get*
 5. *to be picked up*
2.
 1. *It's too hot to play tennis.*
 2. *He's too tired to go out tonight.*
 3. *She's too young to go to a bar.*
 4. *It's too dark to do the work in here.*
 5. *It's too far to walk.*

22. *-ing* Forms of the Verb: Present and Perfect Participles and Gerunds

A.

The *-ing* form of the verb is used both as a gerund (a noun) and as a present or perfect participle.

1. Formation of gerunds and participles

Both gerunds and participles are formed by adding *-ing* to the verb. There is a present and a perfect form.

present

***Living** in London was a wonderful experience.*

perfect

***Having lived** in London, Jon was the perfect person to be a liaison between the New York office and the London office.*

2. Spelling changes

a. For most *-ing* verbs, simply add *-ing* without any spelling changes.

*He is **working** in Argentina.*

However, some verbs require spelling changes.

b. For verbs that end in *-e*, drop the *-e* before adding *-ing*.

*He was **living** overseas.*

c. Double the final consonant in words that end with these three letters: *consonant, vowel, consonant*.

*He is always **forgetting** about our Tuesday afternoon meetings.*

Note: In the preceding case, if the stress in a two syllable word is on the first syllable, the final letter is not doubled. (*happening, opening, etc.*)

(See lesson 4 for a more complete explanation.)

B.

Let's look at how gerunds and participles are used in sentences.

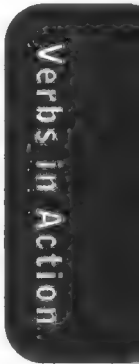
1. Gerunds

a. A gerund can be used as the subject of a sentence or as the object of certain verbs (see lesson 29 for a more complete explanation of verbs + gerunds).

*I enjoy **swimming**.*

***Smoking** is a dangerous habit.*

***Traveling** around Europe is something I have always wanted to do.*



*Being left alone in a strange place is not my idea of fun.
We couldn't understand his not **wanting** to go.*

b. A gerund follows an *adjective + preposition* combination.

*We're **interested in learning** about the Aztecs before our trip to South America.
Our organization is **dedicated to solving** environmental problems.*

(See appendixes for a more complete listing of common adjective + preposition combinations.)

c. A gerund follows a *verb + preposition* combination.

*He **left** the table **without finishing** his meal.
Do you ever **think about moving** to another country?*

(See appendixes for a more complete listing of common verb + preposition combinations.)

2. Participles

The *-ing* form at other times is a participle. Here are some specific cases in which you will see the *-ing* participle used.

a. Progressive tenses

The *-ing* participle is used in all progressive verb tenses, active and passive.

*The kids **are watching** TV.
The game **was being watched** with great interest by the players on the bench.
She **would have been watching** her son more carefully if she had known how dangerous the jungle gym was.*

b. *-ing* clauses

A sentence with two clauses can begin with a participle clause. In this case, the subject must be the same in both clauses.

***Feeling bad about refusing her offer**, he called to apologize.
(Because he was feeling bad about refusing her offer, he called to apologize.)
While working overtime, he doesn't have to worry about money.
(Because he is working overtime, he . . .)*

An *-ing* clause in the perfect tense indicates that the action happened before the action in the main clause.

***Having taken** two weeks off in the summer, Sally had no vacation days left during the winter.
Having finished his presentation, he left the room.*

c. Adjective clauses

You can use an *-ing* clause to describe someone or something. It marks an omission of *who is/was*, *that is/was*, or *which is/was*.

Who is the woman **sitting** on the bench?

The lawyer **representing** the plaintiff has just entered the courtroom.

The CD **playing** now is one of my favorites.

(See also lesson 23 for adjective clauses with past participles.)

d. Sensory verbs

After sensory verbs, you can use an *-ing* participle. The word order will be *sensory verb + object + -ing form of the verb*. Some examples of sensory verbs are: *hear, feel, smell, taste, notice, observe, and watch*.

I **saw** Doug **running** out of the house.

She **felt** someone **watching** her.

When we walked into the house, we **smelled** something **burning**.

They **heard** him **walking** across the bridge, but they couldn't see him.

C.

1. Change the bolded verb in the sentences below so that it is in the progressive form.

EXAMPLE: They **live** in London.

They **are living** in London.

1. By the year 2050, we **will eat** all of our meals in the form of pills.
 2. The Smiths **lived** in California before they moved to Texas.
 3. The kids **were watched** by a strange man sitting on a bench in the park.
 4. By the time I'm 65 years old, I **will have worked** at the agency for thirty years.
 5. I **would have talked** more last night if I had felt better.
2. Complete the sentences below by conjugating the verbs correctly. Use the sensory verb in the past tense and the *-ing* form of the verb. Make a question as indicated by a question mark (?).

EXAMPLE: I/see/him/run/out of the house

I **saw** him **running** out of the house.

1. we/hear/someone/talk/in the next room

2. I/feel/something/crawl/on my leg

3. you/see/someone/enter/the house/?

4. they/notice/something/unusual/happen/next door

5. he/watch/the children/leave/the school

D. ANSWER KEY

1.
 1. *will be eating*
 2. *were living.*
 3. *were being watched*
 4. *will have been working*
 5. *would have been talking*

2.
 1. *We heard someone talking in the next room.*
 2. *I felt something crawling on my leg.*
 3. *Did you see someone entering the house?*
 4. *They noticed something unusual happening next door.*
 5. *He watched the children leaving the school.*

23. Past Participles

A.

The past participle of regular verbs will always be formed by adding *-ed*, but irregular verbs have several different endings. Note that there are some common patterns for irregular endings. Keep in mind that in the following examples you will see the base form, the past, and the past participle.

	BASE FORM	PAST SIMPLE	PAST PARTICIPLE
1. <i>-i to -o to -en</i>			
	<i>drive</i>	<i>drove</i>	<i>driven</i>
	<i>ride</i>	<i>rode</i>	<i>ridden</i>
	<i>write</i>	<i>wrote</i>	<i>written</i>
2. <i>-ght verbs</i>			
	<i>think</i>	<i>thought</i>	<i>thought</i>
	<i>catch</i>	<i>caught</i>	<i>caught</i>
	<i>buy</i>	<i>bought</i>	<i>bought</i>
	<i>seek</i>	<i>sought</i>	<i>sought</i>
3. <i>-i to -a to -u</i>			
	<i>drink</i>	<i>drank</i>	<i>drunk</i>
	<i>sing</i>	<i>sang</i>	<i>sung</i>
	<i>swim</i>	<i>swam</i>	<i>swum</i>
4. <i>verbs with no change</i>			
	<i>cut</i>	<i>cut</i>	<i>cut</i>
	<i>put</i>	<i>put</i>	<i>put</i>
	<i>bet</i>	<i>bet</i>	<i>bet</i>
5. <i>base form and participle the same</i>			
	<i>become</i>	<i>became</i>	<i>become</i>
	<i>run</i>	<i>ran</i>	<i>run</i>
	<i>come</i>	<i>came</i>	<i>come</i>

Not all verbs follow these patterns, most notably the verb *to be* (see lesson 3). See the appendixes for a complete listing of irregular past participles.

B.

You will use the past participles to form certain verb tenses and in clauses.

1. Present and past perfect

The past participle follows the auxiliary (*have/has/had*) in the present and past perfect tense.

*She **hasn't** always **lived** here.*

*They **haven't** **tasted** the caviar yet.*

*He **had been** there before, but he **hadn't** **seen** the sculpture by Rodin.*

There is also a perfect infinitive in the active and passive voice:

*He is known **to have been** an excellent doctor.*

*She would have preferred not **to have been** recognized.*

2. Passive voice

All verbs in the passive voice are formed using *to be* + the past participle.

*The movie **was being screened** on the following Friday.*

*If nothing goes wrong, she **will be offered** the position.*

*She said that she wanted **to be left alone**.*

(See lessons 16 and 17 for more about the passive voice.)

3. Adjective clauses

Adjective clauses with the past participle have a passive meaning. The omission of *who is/was*, *that is/was*, or *which is/was* is notable. Look at the following examples.

*The car **driven** by the two women veered off the road. (The car that was driven by . . .)*

*The tree **cut down** by the loggers was a 200-year-old redwood. (The tree that was cut down by . . .)*

Compare to adjective clauses with the present participle, which have an active meaning.

*The man **leaning** on the tree is the trainer. (The man who is leaning . . .)*

(See lesson 22.)

C.

1. Complete the sentences below using the correct form of the past participle.

EXAMPLE: They have _____ (take) a lot of trips lately.

taken

1. Have you _____ (see) the new Batman movie?
2. That author has _____ (write) many books.
3. The new styles have _____ (catch) on quickly.
4. He seems to have _____ (think) a lot of your artwork.
5. The reporter had _____ (refuse) to disclose the name of her source.

2. Use the correct form of the past participle in the following passive sentences.

EXAMPLE: My watch will have been _____ (fix) by 12:00.

fixed

1. The movie was being _____ (show) when the lights went out.
2. The door had been _____ (leave) open, and the thief walked right in.
3. You will be _____ (ask) to leave if you cannot follow our rules.
4. The medicine has to be _____ (take) with food.
5. The children are being _____ (look) after by their grandparents.

D. ANSWER KEY

1.
 1. *seen*
 2. *written*
 3. *caught*
 4. *thought*
 5. *refused*
2.
 1. *shown*
 2. *left*
 3. *asked*
 4. *taken*
 5. *looked*

24. Reported Speech

In reported speech, a direct statement, "*I can't make it to the party,*" is restated in the past tense, "*She said that she couldn't make it to the party.*" We use it when we want to "report" what someone else has said.

1. One tense back

Reported speech is usually used to talk about something in the past, so the verbs in the direct quotation are changed so that they are "one tense back." That is:

present	becomes	past
present perfect	becomes	past perfect
past	becomes	past perfect (or past)
<i>will</i>	becomes	<i>would</i>
<i>can</i>	becomes	<i>could</i>

Let's look at some examples.

Direct statement: *I **enjoy** working at the bank.*

Reported Speech: *Martin said (that) he **enjoyed** working at the bank.*

Direct statement: *I **will** help you on Sunday.*

Reported Speech: *Susan said (that) she **would** help me on Sunday.*

Direct statement: *Galina **has been living** in New York for six years.*

Reported Speech: *He said (that) Galina **had been living** in New York for six years.*

Direct statement: *Robert **went** to the store.*

Reported Speech: *My mom said (that) Robert **had gone** (went) to the store.*

Note that the word *that* is optional in all cases.

2. Situations that are still true

If the direct quotation is still true at the moment that it is being reported, it is not necessary to follow the rule "one tense back." For example, if Martin (see above) still enjoys working at the bank, then we don't need to change *enjoys* to *enjoyed*. If Susan is still going to help you on Sunday (and Sunday has not passed), we don't need to change *will* to *would*, etc.

*Martin said (that) he **enjoys** working in the bank.*

*Susan said (that) she **will** help me on Sunday.*

However, the "one tense back" rule can always be followed and be grammatically correct.

B.

1. Say and tell

There are important differences in the way that *say* and *tell* are used in reported speech. Most importantly, *tell* must be followed by an object.

He told me (that) he was going to be late.

He said (that) he was going to be late. (no object)

2. Reporting requests and commands

When we are commanding, ordering, or asking someone to do something, we use the infinitive. In reported speech, the word order will look like this:

Subject + Verb + Object + (not) Infinitive

Common verbs are *ask*, *tell*, *want*, *warn*, *would like*, *persuade*, *convince*, and *expect*. Study the following examples:

I wanted him to buy the groceries after work.

My mother told me to come home at 10:00.

His wife asked him (not) to put the car away.

The students convinced the teacher to go on a fieldtrip to Philadelphia.

C.

1. The following sentences are in direct speech. Rewrite them in reported speech. Use "*she said*" for each answer. Make sure to use the "one tense back" rule, and change pronouns if necessary.

EXAMPLE: *I like him.*

She said that she liked him.

1. *He can't come.*
 2. *They won't eat at that restaurant.*
 3. *I don't like my new haircut.*
 4. *You should take the Q train to my house.*
 5. *He has never been to San Francisco.*
2. The following sentences are requests or orders. Using the verb in parentheses, report the request or order. Make sure to use verb + object + infinitive. Use *he* as the subject and *me* as the object.

EXAMPLE: *Buy a loaf of bread. (ask)*

He asked me to buy a loaf of bread.

1. *Don't come home late. (warn)*
2. *Take a sweater. (tell)*
3. *Come to the movies! (persuade)*
4. *Please bring a bag of ice. (would like)*
5. *Don't buy it. (convince)*

D. ANSWER KEY

1.
 1. *She said (that) he couldn't come.*
 2. *She said (that) they wouldn't eat at that restaurant.*
 3. *She said (that) she didn't like her new haircut.*
 4. *She said (that) I should take the Q train to her house.*
 5. *She said (that) he had never been to San Francisco.*

2.
 1. *He warned me not to come home late.*
 2. *He told me to take a sweater.*
 3. *He persuaded me to come to the movies.*
 4. *He would like me to bring a bag of ice.*
 5. *He convinced me not to buy it.*

25. Reported Questions and Embedded Questions

A.

When questions are reported, the verb usually moves one tense back. (See the previous lesson for further explanation.) “*How old **are** you?*” is a direct question. “*She asked me how old I **was***” is a reported question. The question is now a statement, which means that the subject/verb order is not inverted, nor are the auxiliaries *do/does/did* used.

1. Information questions

*How old **are** you?*

*Where **is** he from?*

*What **did** he do?*

*Where **have** you **been** living?*

*How long **had** they waited?*

*She asked me how old I **was**.*

*She wanted to know where he **was** from.*

*She asked him what he **had done**/ what he **did**.*

*She wanted to know where I **had been** living.*

*She asked us how long they **had** waited.*

2. Yes/no questions

Use *if* or *whether* for reported *yes/no* questions (questions that can be answered with a *yes* or *no*).

Do you like it?

Did he come?

*She asked me **if** I liked it.*

*They asked her **whether** he had come/came.*

You can also use *whether or not*.

Did you enjoy yourself?

*He wanted to know **whether or not** I had enjoyed myself.*

B.

An embedded question is a question within another question or sentence. It follows the same rules as reported questions, but can be preceded by a variety of phrases, such as *Can you tell me*, *Do you know*, *I'm wondering*, etc. In addition, the verb tense does not change.

1. Information questions

Where is Broadway?

When is it going to rain tomorrow?

Can you tell me where Broadway is?

I'm wondering when it's going to rain tomorrow.

2. Yes/no questions

Use *if* or *whether* for embedded *yes/no* questions.

Can I bring my daughter?

*Do you know **if** I can bring my daughter?*

Does the cake need more time?

*I can't tell **whether** the cake needs more time.*

The expression *whether or not* can also be used.

*Do you know **whether or not** you'll feel like going out tonight?*

Note: Do not invert the subject and verb in the embedded question.

*Can you tell me where Broadway **is**? (not where **is** Broadway)*

*I'm wondering when it's going to rain. (not when **is it** going to rain)*

3. Outer questions or statements

Remember that an embedded question can be within either another question or a statement. Notice the verbs in these outer questions or statements: *know, wonder, ask, tell, think*, etc.

Common phrases that front an embedded question:

I don't know

I wonder/I'm wondering + *if/whether/question word*

I can't tell

I'd like to know

etc.

Common questions that front an embedded question:

Can you tell me

Did you ask

Do you ever wonder + *if/whether/question word*

Do you know

Do you think + *clause (without if/whether/question word)*

Remember to put a period after a statement, and a question mark after a question. Note that any subject could be used in the above statements and questions.

C.

1. Use *if* or *whether* to report the following *yes/no* questions. Use *she asked me* in each reported question.

EXAMPLE: *Does she like ice cream?*

She asked me if/whether she liked ice cream.

1. *Will you be ready at 12:00?*
2. *Does she call often?*
3. *Did they listen to the program?*
4. *Were you home last weekend?*
5. *Is it raining?*

2. Report the following questions using the question word given. Use "He wanted to know" for each answer.

EXAMPLE: *What time is it?*

He wanted to know what time it was.

1. *Where are you going?*
2. *What will they think?*
3. *When did the accident occur?*
4. *How do you feel?*
5. *How long has she been writing?*

3. You and a classmate need to buy a gift for your friend's birthday and are trying to find out some information about him. Begin each embedded question with the words in parentheses.

EXAMPLE: *Does he like music? (Do you think . . .)*

Do you think that he likes music?

1. *Is he into sports? (I wonder if . . .)*
2. *Does he read a lot? (Do you know whether . . .)*
3. *Has he traveled a lot? (Do you know if . . .)*
4. *How often does he listen to music? (I'm wondering . . .)*
5. *Would he like to come with us? (We'd like to know whether or not . . .)*

D. ANSWER KEY

1. *She asked me if/whether I would be ready at 12:00.*
2. *She asked me if/whether she called often.*
3. *She asked me if/whether they listened/had listened to the program.*
4. *She asked me if/whether I was/had been home last weekend.*
5. *She asked me if/whether it was raining.*
2. 1. *He wanted to know where I was going.*
2. *He wanted to know what they would think.*
3. *He wanted to know when the accident occurred/had occurred.*
4. *He wanted to know how I felt.*
5. *He wanted to know how long she had been writing.*
3. 1. *I wonder if he is into sports.*
2. *Do you know whether he reads a lot?*
3. *Do you know if he has traveled a lot?*
4. *I'm wondering how often he listens to music.*
5. *We'd like to know whether or not he would like to come with us.*

26. Verb + Infinitive

A.

When a verb is followed by another verb, the second verb will either be an infinitive (*to* + base form) or a gerund (verb + *-ing*). Certain verbs can be followed only by one or the other, although in some cases, either is grammatically correct. In this lesson we will look at the verbs that are followed by infinitives. Look at these examples.

I'd like to go to the movies tonight.

My family agreed to celebrate the holidays at my house this year.

When the verbs listed below are followed by another verb, the second verb will always be an infinitive:

would like	expect	dare
want	decide	learn (how)
appear	refuse	afford
arrange	plan	pretend
agree	ask	seem
try	forget	offer
manage	mean	threaten
hope	intend	fail
choose	tend	attempt

Here are some examples of these verbs in sentences, followed by an infinitive. As you will notice, the first verb can be in any tense and the second verb remains in the infinitive form.

*I can't go out tonight. I **plan to finish** this by the time I go to bed.*

*She **refuses to help** even though I have asked her several times.*

*She **has failed to win** the title again.*

*We **agreed to meet** at 12:00.*

***Did she expect to win** this year?*

*She **didn't intend to harm** the plants, but the pesticide was too strong.*

Note that in question formation the verb + infinitive structure remains intact.

*Would you like **to save** your work?*

*Has she ever refused **to participate** before?*

The first verb can be negated, or *not* can come before the infinitive.

*She **didn't decide** to come to the meeting.* or *She decided **not** to come to the meeting.*

*The **didn't intend** to hurt you.* or *They intended **not** to hurt you.*

There are also progressive, perfect, and passive forms of the infinitive. (See lesson 21 for more on the infinitive in different tenses.)

*They **expect to be leaving** around 1:00 tomorrow.*
*He **seems to have worked** (to have been working) a lot this year*
considering his good grades.
*She **refuses to be helped** even though she's having trouble.*
*He **doesn't seem to have been affected** by the loss.*

B.

1. Complete the following sentences by using one of the given verbs in the infinitive form.

EXAMPLE: The students agreed _____ to study for the test.

to meet

to leave to contact to finish to arrest to host to meet

- Who knows if it will really happen, but the workers have agreed _____ the project by Friday.
- The city is hoping _____ the 2012 Olympics.
- Even though the landlord threatened to have her evicted, the woman refused _____ her apartment.
- The policeman threatened _____ them if they didn't move their car.
- The secretary attempted _____ the patient to advise him of a cancellation.

2. Complete the following sentences by using one of the given verbs in an appropriate present or past tense.

EXAMPLE: The taxi driver _____ to receive a large tip for carrying my bags

expected

promise seem offer refuse expect pretend

- It was so nice of my next-door neighbor to _____ to watch my children while I was shopping.
- The two cats _____ to be getting along better today.
- They _____ not to have heard me when I called them.
- I lent John my car but only after he _____ to be careful.
- Even though she would have preferred it, the doctor _____ to let her go home yesterday.

C. ANSWER KEY

1. 1. *to finish*
2. *to host*
3. *to leave*
4. *to arrest*
5. *to contact*

2. 1. *offer*
2. *seem*
3. *pretended*
4. *promised/had promised*
5. *refused*

27. Verb + Object + Infinitive

For certain verbs, an object follows the verb and precedes the infinitive. The object can be a noun or a pronoun. A more complete explanation of how each verb is used follows in part B.

advise	allow	ask*
cause	challenge	convince
encourage	expect*	forbid
force	get	help*
invite	order	permit
persuade	require	remind
teach	tell	urge
warn	want*	

Terry convinced his mother to take a vacation.

My mother taught me to play the piano.

Did you warn him not to drink the coffee until it cooled down?

Recall the object pronouns that you can use to replace a noun:

SUBJECT	OBJECT
I	me
you	you
he	him
she	her
it	it
we	us
they	them

Questions follow standard structure. Invert the auxiliary and the subject. The *verb*, *object*, and *infinitive* order remains intact.

Did Stan encourage his daughter to go to camp?

Do they want him to answer?

Would you like the waiter to bring the check?

For negatives, the first verb can be negated (follow standard rules for negation) or *not* can precede the infinitive.

<i>He didn't tell us to go.</i>	or	<i>He told us not to go.</i>
<i>I won't expect you to arrive before 8:00.</i>	or	<i>I will expect you not to arrive before 8:00.</i>

B.

1. Object and infinitive

The following verbs from the above list are followed by an object and infinitive.

tell	expect	warn
remind	persuade	convince
urge	teach	require

permit
encourage

order

allow

The security guard got tired of **reminding** customers to pick up their bags from the coat check.

My teachers **encouraged me to study** organic chemistry.

The counselor wished she could **persuade more high-schoolers not to drop out** of school.

2. Object and infinitive, or infinitive

However, the verbs that are marked by an asterisk (*) can be followed by an object and infinitive, or simply by an infinitive.

expect

would like

want

help

need

ask

I expect **you** to be serious and set a good example.

He needs **someone** to give him a hand around the house.

We asked **them** to turn up the music when they played a song that we liked.

I would like **him** not to be so aggressive.

Compare the above sentences to the one below in which the verb is not followed by an object.

I expect to **have** a good year.

I need to **speak** to the manager.

(See lesson 27.)

3. Passive structure for verb + object + infinitive

When any of the verbs listed in this lesson are used in the passive voice, the object becomes the subject of the sentence. Therefore, the object position is lost. (The subject may or may not be included in a "by" phrase.)

Active: My parents **allowed me to stay out** late when I was a child.

Passive: I **was allowed to stay out** late when I was a child (by my parents).

Here are a few more examples of passive sentences.

You were told repeatedly to **finish the work** by Tuesday!

The students aren't permitted to **leave the campus** during the lunch break.

She has been persuaded to **stay**.

Note that an adverb can precede the infinitive (as with *repeatedly* in the above example) in all infinitive forms.

The clerk reminded her manager constantly to **call her** by her first name.

C.

1. Use the cues given below to make sentences using verb + object + infinitive.

EXAMPLE: "Take your change," said the clerk. (remind/customer)

The clerk reminded the customer to take his change.

1. "Please come!" said my friend. (persuade/me)
2. "Watch out for the car!" said the man. (warn/the boy)
3. "You can go out tonight," said the mother. (allow/her son)
4. You may take two suitcases on the flight. (permit/us) (The airline . . .)
5. "The students will have to turn in three essays during the semester," said the teacher. (require/them)

2. Make the following sentences passive. Don't include "by" phrases. Be careful to use the same verb tense.

EXAMPLE: *The teacher allowed me to take extra time to finish my test. (I . . .)*

I was allowed to take extra time to finish my test.

1. He urged me to speak to the police immediately. (I . . .)
2. The coach will convince the boys to end the game early. (The boys . . .)
3. The police have ordered the driver to step out of his car. (The driver . . .)
4. The bartender was asking the men to leave. (The men . . .)
5. My parents had taught me to respect the elderly. (I . . .)

D. ANSWER KEY

1. 1. My friend persuaded me to come.
2. The man warned the boy to watch out for the car.
3. The mother allowed her son to go out tonight.
4. The airline permitted us to take two suitcases on the flight.
5. The teacher required them to turn in three essays during the semester.
2. 1. I was urged to speak to the police immediately.
2. The boys will be convinced to end the game early.
3. The driver has been ordered to step out of his car.
4. The men were being asked to leave.
5. I had been taught to respect the elderly.

28. Verb + Gerund

When a verb is followed by another verb, the second verb will either be an infinitive (*to* + base form) or a gerund (verb + *-ing*). In this lesson we will look at the verbs that are followed by gerunds.

admit	advise	appreciate
avoid	can't help	consider
continue	delay	deny
detest	discuss	dislike
enjoy	escape	explain
feel like	finish	forgive
give up	hate	imagine
keep	loathe	mention
mind	miss	postpone
prevent	prohibit	propose
quit	recommend	regret
resent	risk	suggest
support	tolerate	understand

*We **enjoy snorkeling**, but **don't like scuba diving**.*
*He **considered quitting** his job.*
*They **have discussed relocating** to a new neighborhood.*

Questions follow the standard structure. Invert the subject and the auxiliary verb, while the verb + gerund word order remains intact.

*Do you **like studying** here?*
*What would he **suggest doing** if he were here?*

To form negative sentences, you can either negate the first verb (follow standard rules for negation) or place *not* before the gerund.

<i>He didn't mention going to the party.</i>	or	<i>He mentioned not going to the party and going out for dinner instead.</i>
<i>They won't appreciate our staying for so long.</i>	or	<i>They will appreciate our not staying for so long.</i>

In the last example above, a possessive pronoun follows the verb and precedes the gerund. Any possessive pronoun can be used.

<i>I</i>	<i>my</i>
<i>You</i>	<i>your</i>
<i>He</i>	<i>his</i>
<i>She</i>	<i>her</i>
<i>It</i>	<i>its</i>
<i>We</i>	<i>our</i>
<i>They</i>	<i>their</i>

Look at a few more examples to get a better understanding.

*He **considered my working** for him, but not very seriously.
We **minded their taking up** so much space, but didn't say
anything.*

In everyday speech, you may also hear an object pronoun used in place of the possessive pronoun. In strict or formal English, this is still considered incorrect.

B.

Let's look at some different groupings of verbs that are followed by gerunds.

1. Like or dislike

In general, verbs that express *like* or *dislike* are followed by a gerund. The verbs with an asterisk can also be followed by an infinitive. (See lesson 29)

<i>appreciate</i>	<i>hate*</i>
<i>enjoy</i>	<i>dislike</i>
<i>like*</i>	<i>loathe</i>
<i>love*</i>	
<i>prefer*</i>	<i>can't stand*</i>

Here are a few examples.

*"Do you **like swimming** or **jogging** to get exercise?" "I **prefer swimming**."
I **can't stand waiting** in line. Let's go to another club.
My mother **loves taking care of** her grandchildren.*

2. Other verbs + gerund

In the list below, you will find more common verbs that are followed by the gerund.

<i>avoid</i>	<i>delay</i>	<i>finish</i>
<i>keep (on)</i>	<i>postpone</i>	<i>put off</i>
<i>quit</i>	<i>stop</i>	<i>consider</i>
<i>discuss</i>	<i>mind</i>	<i>mention</i>
<i>suggest</i>		

*Would you **mind stopping** at the grocery store on the way home?
He **quit playing** guitar when he graduated from college.
Carolyn **suggested going** to the Mermaid Parade, but we didn't
have time.
They **didn't mention being** upset. Are you sure they were?
The couple **considered not having** children until they were older.*

3. Go + gerund

Often, if a physical activity is involved, the structure *go + gerund* is common.
*We go **jogging on Tuesdays and Thursdays**.*

Other activities that can be combined with *go* are:

Go

swimming
running
shopping
walking
bike riding
hiking
snorkeling
skiing
sightseeing
clubbing (informal)
drinking (informal)

etc.

The following examples show the above expressions in use.

*"Did you **go snorkeling** while you were on vacation?" "No, but we went swimming every day."*

*"Do you want to **go hiking** this weekend? I want to try out my new boots."*

*"Where are you going? I thought we were **going shopping** this afternoon."*

C.

1. Choose the correct verb to complete the following sentences. Use a gerund.

EXAMPLE: We appreciate _____ in such a beautiful area
living

live sightsee shop bring up look for relax see

1. Has he considered _____ a new job?
 2. Will they appreciate _____ me if I stop by later?
 3. On their day off, the girls went _____ for hours.
 4. John really dislikes _____ on vacation. He prefers _____ on the beach.
 5. I saw her, but she avoided _____ the unpleasant subject.
2. Complete the following sentences with one of the verbs given. Remember to put the verb in the correct verb tense with the third person -s if necessary.

EXAMPLE: She _____ going to the dentist.
hates

hate go mention mind quit delay

1. Don't _____ my winning the lottery. I don't want everyone to know.
2. She _____ smoking on her 30th birthday.
3. They _____ starting the race repeatedly because of the rain.
4. Would you _____ closing the window? It's freezing in here.
5. We _____ running almost every day this week. That's great!

D. ANSWER KEY

1.
 1. looking for
 2. seeing
 3. shopping
 4. sightseeing/relaxing
 5. bringing up
2.
 1. mention
 2. quit
 3. have delayed/delayed
 4. mind
 5. have gone

29. Gerund or Infinitive?

A.

In this lesson we will look at verbs that can be followed by either a gerund or an infinitive. Some verbs can be followed by either one with no change in meaning. For others the meaning of the sentence changes depending on whether the gerund or the infinitive is used.

1. No change in meaning

The following verbs do not change meaning whether followed by gerund or infinitive.

<i>begin</i>	<i>start</i>	<i>continue</i>	<i>hate</i>	<i>like</i>	<i>love</i>	<i>can't stand</i>
<i>I begin working at 8:00.</i>	or	<i>I begin to work at 8:00.</i>				
<i>He continued sleeping.</i>	or	<i>He continued to sleep.</i>				
<i>She hates doing laundry.</i>	or	<i>She hates to do laundry.</i>				
<i>We like driving.</i>	or	<i>We like to drive.</i>				
<i>They love winning.</i>	or	<i>They love to win.</i>				

2. Change in meaning

Some verbs have a significant change in meaning depending on whether you use the gerund or the infinitive.

<i>forget</i>	<i>remember</i>	<i>regret</i>	<i>try</i>
Forget/remember + gerund		(forget/remember something that happened in the past)	
Forget/remember + infinitive		(forget/remember to do something)	
<i>I'll never forget meeting her the first time.</i>			
<i>I forgot to send the letter.</i>			
<i>I remember talking to her but I can't remember what she said.</i>			
<i>I'll remember to pick up the cake. Don't worry!</i>			
Regret + gerund		(regret something you did in the past)	
Regret + infinitive		(regret something done at the present time)	
<i>She will always regret dropping out of school.</i>			
<i>We regret to inform you that we cannot raise your credit limit.</i>			
Try + gerund		(a suggestion)	
Try + infinitive		(attempt to do something)	
<i>You lost your voice? Try drinking tea with lemon and honey.</i>			
<i>He tried to open the window but it was impossible.</i>			

B.

1. Gerund or infinitive? The following verbs require either a gerund or an infinitive when followed by another verb (only one option is correct). Look back at lessons 28 and 29 to remember which verbs require a gerund and which require an infinitive.

EXAMPLE: He appreciates _____ (hear) from her every once in a while.

hearing

1. The Washingtons can't afford _____ (take) a vacation this year.
 2. When I leave the room, I would like you to keep on _____ (work) on your essays.
 3. We arranged _____ (see) the apartment at 12:00.
 4. How old were you when you learned how _____ (ride) a bicycle?
 5. Have they finished _____ (repair) your car yet?
2. The following sentences require either a gerund or an infinitive. Both are grammatically correct, but only one logically completes the sentence. Use the context to decide which one is appropriate.

EXAMPLE: He always regretted (to leave/leaving) the big city for a small town.

leaving

1. He will try (to make/making) it to the meeting, but he has an earlier obligation.
2. You forgot (to take/taking) the cake out of the oven? I knew I should've set the timer.
3. Do you remember (to travel/traveling) in England? That was one of my favorite trips.
4. We regret (to notify/notifying) you of the loss of your documents.
5. If you want to get the job you should try (to rewrite/rewriting) your resume.

C. ANSWER KEY

1. 1. to take
2. working
3. to see
4. to ride
5. repairing
2. 1. to make
2. to take
3. traveling
4. to notify
5. rewriting

30. Modal Verbs

A.

The modal verbs are auxiliary verbs. That is, they are always combined with a main verb.

*We **should** make dinner. It's late.*
*They **will** be arriving any minute.*

The modal auxiliaries are:

<i>can</i>	<i>could</i>	<i>will</i>
<i>would</i>	<i>shall</i>	<i>should</i>
<i>may</i>	<i>might</i>	<i>must</i>

B.

There are certain rules characteristic of all modal verbs. It will help to get an understanding of how all modals function before we look at their meaning.

1. Modals do not have endings to indicate form, such as person or tense. That means that there are no **-s**, **-ed**, or **-ing** endings.
2. Modals are auxiliary verbs; they are always combined with another verb. That verb will always be in base form (the infinitive without **to—go, drive, see, etc.**).

*He **can** come with us. (do not add -s to the verb)*
*We **must** help them. (help is in the base form)*

The exception to this rule is when the modal is used as the short answer to a question.

Will you help them? Yes, we will.

3. To make a modal negative, add **not** to the modal. Sometimes there is a contracted form.

*You **should not** do that. or You **shouldn't** do that.*
*They **must not** be late. or They **mustn't** be late.*

4. For questions, invert the subject and the modal verb.

Will he come?
Can he answer the question?

(Note: Never use *do*, *does*, or *did* to form negatives or questions.)

5. There is a progressive form for modals, which is modal + **be** + verb + **-ing**.
*You **must be thinking** of someone else.*
6. The modals have a perfect form: modal + **have** + past participle.
*He **should have been** here by now.*
7. Most modal auxiliaries have more than one use. Take **can**, for example.

I can't do it. (can expresses ability)

Can you help me? (can expresses a request)

Ticket holders can enter through any gate. (can expresses permission)

C.

1. Complete the following sentences with a verb that logically follows the modal verb.

EXAMPLE: *I could _____ a bike when I was young.*

ride

ride rain show up take find travel

1. *We should _____ some flowers when we go to her concert.*
2. *The trains are running slowly. They may _____ late for the meeting.*
3. *It's overcast this morning. Do you think it will _____*
4. *If a won a million dollars, I would _____ around the world.*
5. *I can't work with him. You had better _____ someone else to do the job.*

2. Each sentence below has a mistake in the use of the verb. Correct each mistake.

EXAMPLE: *He can to cook.*

He can cook. (do not use "to" after a modal)

1. *I can found out the answer.*
2. *We will be take the train to the airport.*
3. *He should has come earlier.*
4. *They must to complete the forms.*
5. *We may had a problem.*

D. ANSWER KEY

1.
 1. *take*
 2. *show up*
 3. *rain*
 4. *travel*
 5. *find*
2.
 1. *I can find out the answer.* (a modal is always followed by a verb in the base form)
 2. *We will take/be taking the train to the airport.* (use either the base form or *be + -ing* form)
 3. *He should have come earlier.* (a modal is always followed by a verb in the base form, even if it is the perfect form: *have + past participle*)
 4. *They must complete the forms.* (do not use *to* after a modal verb except *ought to*)
 5. *We may have/have had a problem.* (a modal is always followed by a verb in the base form, not the past)

31. Modal and Modal-Like Verbs of Obligation, No Obligation and Prohibition

A.

In this lesson, we will look at modal verbs, and other modal-like verbs, that express obligation, no obligation and prohibition. We will include some verbs that are not modals, but whose uses and meanings are very similar to those of modals. It is important to see how these verbs function alongside the modals.

First, let's look at the verbs that express obligation.

1. Obligation

FUNCTION	PRESENT TENSE	PAST TENSE
OBLIGATION	<i>must</i>	<i>had to</i>
	<i>has/have to</i>	<i>had to</i>
	<i>has/have got to</i>	<i>had to</i>

Use *have to*, *have got to*, and *must* to express obligation.

*I can't go out tonight; I **have got to** do my homework.*

*He **has to** be at the theater at 7:15 tonight.*

*We **must** go visit your aunt in the hospital.*

Must is generally stronger than *have to*, and is often used for rules and regulations.

*All cell phones **must** be turned off during the performance.*

*Passengers **must** show their passports upon boarding the aircraft.*

Note the past tense of *must* is *had to*.

*I **must** do this work tonight. I've been putting it off for weeks!*

*I **had to** do that work last night. I'd been putting it off for weeks!*

Note that *have to* follows all rules for regular verbs. The following questions show that *have to* can be used in any verb tense or even with another modal.

*"Do you **have to** wear a uniform at work?" "No. I just **have to** dress formally." (present tense)*

*How long **have you had to** listen to the party next door? (present perfect)*

***Will you have to bring** your own tent when you go camping? (with a modal)*

Have got to is commonly used in the contracted form.

I've

he's, she's, it's

got to

you've, we've, they've

We've got to go. It's almost three and our flight leaves at five.
He's got to help me with the dinner. I can't do it myself.

Have got to is rarely used in a question or negative form.

2. No obligation

FUNCTION	PRESENT TENSE	PAST TENSE
NO OBLIGATION	<i>don't/doesn't have to</i> <i>don't/doesn't need to</i> <i>needn't</i>	<i>didn't have to</i> <i>didn't need to</i>

Don't have to and *don't need to* are modal-like verbs that signify that it is not necessary to do something. They can be used interchangeably with only slight change in meaning. Look at these examples.

*You **don't have to** get here so early tomorrow. (or you **don't need to** . . .)*

*He **didn't have to** get me a gift for my birthday. That was very sweet. (or he **didn't need to** . . .)*

*You **needn't bring** anything. We're all set.*

*I **don't have to** go to class on Monday because it's a federal holiday.*

Note: *Don't have to* and *mustn't* have very different meanings. *Don't have to* means that something is not necessary; *mustn't* expresses prohibition. See below.

3. Prohibition

FUNCTION	PRESENT TENSE	PAST TENSE
PROHIBITION	<i>must not (mustn't)</i> <i>cannot (can't)</i> <i>am not/isn't/aren't</i> <i>allowed to</i>	<i>couldn't</i> <i>wasn't/weren't</i> <i>allowed to</i>

These verbs express something that you are *restricted* or *prohibited* from doing. Again, *must not* expresses stronger prohibition.

*You **must not** arrive late to the test. If you do, you **will not be allowed to** take it.*

*Students **must not** leave the classroom until all papers have been collected.*

Cannot—more commonly abbreviated as *can't*—expresses prohibition in more common, everyday situations.

*You **can't** take that. It's not yours.*

Not allowed to implies a rule of prohibition.

*I'm **not allowed to** stay out after 10:00.* (my parents don't allow me)

*Smoking **is not allowed** in the hotel lobby.* (a hotel rule)

For the past tense, use *wasn't/weren't allowed to* or *couldn't*.

*As a child, I **wasn't allowed to** go to school by myself.*

*Also, I **couldn't** talk on the phone for hours because my mother didn't let me.*

Be allowed to and *can* are used in affirmative sentences to express permission. See lesson 34 for more on permission.

*You **can** take my car, but only if you're really careful.*

*You **are allowed to** smoke on the terrace.*

B.

1. You are trying to find out information about your friend's new job. For each statement below, use the same modal or modal-like verb to form a logical question.

EXAMPLE: *No, He **doesn't have to** wear a uniform.*

*Does he **have to** wear a uniform?*

1. Yes, he **has to** work on Sundays.
2. Yes, he's **allowed to** make personal phone calls.
3. Yes, he **can** leave the building during lunch break.
4. No, he **doesn't need to** take more than one subway to get to work.
5. No, he **won't have to** ask for vacation time.

2. Complete the sentences with the most logical modal of obligation, no obligation, permission, or prohibition from the list below.

EXAMPLE: *We _____ forget to take our passports.*

must not

must not allowed to needn't have to had to can

1. *In that coffee shop, you _____ get one free refill.*
2. *He _____ arrive so early next time. There's nothing to do until later.*
3. *They don't _____ carry all of the boxes themselves. We can help.*
4. *You are _____ to smoke in the kitchen but not in the other rooms.*
5. *She didn't come because she _____ work.*

C. ANSWER KEY

1. 1. *Does he **have to** work on Sundays?*
2. *Is he **allowed to** make personal phone calls?*

3. *Can he leave the building during the lunch break?*
4. *Does he need to take more than one subway to get to work?*
5. *Will he have to ask for vacation time?*

2.
 1. *can*
 2. *needn't*
 3. *have to*
 4. *allowed to*
 5. *had to*

32. Advice: Modals and the Second Conditional

A.

1. Advice

Let's look now at two different ways to offer advice.

FUNCTION	PRESENT TENSE	PAST TENSE
ADVICE	<i>should (not)</i>	<i>should (not) + have</i> + past participle
	<i>ought to</i>	<i>ought to have</i>
	<i>had better (not)</i>	

*You **should** get some rest.*

*He **had better** come on time today.*

Should and *ought to* are used interchangeably. However, *ought to* will rarely be used in the negative, or for forming questions. Use *should* instead. Let's look at a few examples.

*That's the third cigarette he's smoked since we got here. He **shouldn't smoke** so much.*

*"**Should I take** a sweater?" "I think you **should**. It's supposed to be cold."*

*He **ought to** visit his grandmother more. She's alone too much of the time.*

Had better is used for stronger or more urgent advice.

*You'd **better leave** right now if you don't want to miss your flight!*
*She'd **better not** let him see her kissing his best friend!*

Had better is usually used in the contracted form and has no past.

<i>I'd</i>	<i>better</i>	
<i>He'd, she'd, it'd</i>	<i>better</i>	<i>pay the bill before they turn off the phone.</i>

We'd, you'd, they'd better

The perfect form of *should* and *ought to* adds *have* + past participle. It expresses advice in the past, or regret that you have about something you did or didn't do. The contraction (*should've*) is commonly used.

*I was so sick last week. I **should've gone** to the doctor. (but I didn't go)*

*You **shouldn't have said** that. Now your teacher is angry with you. (but you did say that)*

***Should we have called** earlier?*

*He **ought to have warned** them before he showed up so late at night.*

Note that *ought*, unlike other modals, is always followed by *to* before the base form of the verb.

2. Second conditional to offer advice

You can also use a second conditional to give advice. This is a common way to tell somebody what you think is a good idea, or what you would do if you were in his or her position. Use the condition clause *If I were you*.

If I were you, I wouldn't consider it.

In informal contexts, you can use *were* or *was* in the condition clause.

If I was you, I'd ask before you use the CD player.

And you can use *would* or *wouldn't* in the result clause.

You look exhausted. If I were you, I **would** get some rest and I **wouldn't** stay up so late at night.

See lesson 19 for more about second conditionals.

B.

1. Match the following problems with the logical advice in the next column.

EXAMPLE: *I need to lose weight.*

You should get more exercise.

- | | |
|-------------------------------|---|
| 1. I feel sick. | a. You should look for a new job. |
| 2. I don't earn enough money. | b. You ought to stop drinking coffee. |
| 3. My apartment is too small. | c. If I were you, I would see a doctor. |
| 4. I feel very stressed out. | d. You'd better call your accountant. |
| 5. My taxes are due tomorrow. | e. You ought to contact my landlord. |

2. Use the cues given to express a regret. Use the perfect form of the verb.

EXAMPLE: I _____ (should/see) a doctor.

should have seen

1. He'll never get the job. He _____ (should/send) his resume in long ago.
2. She lost her job. She _____ (should/not/be) late so many times.
3. They had an accident. The driver _____ (should/drive) more carefully.
4. The food is spoiled. We _____ (ought to/eat) it yesterday.
5. My bike was stolen. I _____ (should/buy) a better lock.

C. ANSWER KEY

1.
 1. *c*
 2. *a*
 3. *e*
 4. *b*
 5. *d*

2.
 1. *should have sent*
 2. *shouldn't have been*
 3. *should have driven*
 4. *ought to have eaten*
 5. *should have bought*

33. Modals of Possibility and Certainty

A.

We use modals of possibility and certainty when we believe something to be true, but we cannot verify it with 100 percent certainty. There are degrees of possibility and certainty, as you can see below in the chart.

1. 99% certain

PRESENT

must

PAST

must have + past participle

*The kids have been playing outside for hours. They **must be** hungry.*

*He's late. He **must have had** a problem.*

2. 50% certain

PRESENT

may (not)

might (not)

could

PAST

may (not)

might (not)(have + past participle)

could

*"Who's at the door?" "It **might be** the mailman."*

*"Who do you think called at midnight last night?" "It **may have been** a wrong number."*

3. 99% certain (negative)

PRESENT

must not

can't

couldn't

PAST

must not

can't (have + past participle)

couldn't

*"Do you know why he didn't come to the concert?" "He **must not be** interested in opera."*

*"Did Tim write this letter?" "He **can't/couldn't have written** it. That's not his hand writing."*

Note: There is a progressive form both for the past and present. Use the modal verb + *be* + verb + *-ing*.

*He **must be/have been working** late.*

*He **may be/have been picking up** some things for dinner.*

B.

1. Write a sentence that expresses probability using the cues provided.

EXAMPLE: *Do you think we will be on time? (may) We . . .*

*We **may be** on time.*

1. *Do you think he's married? (must) He . . .*
2. *Do you think he is studying music? (may) He . . .*
3. *Do you think they are coming tonight? (may not) They . . .*
4. *Do you think she has a demanding job? (must) She . . .*
5. *Do you think there will be enough food? (might not) There . . .*

2. The following statements of possibility and certainty are all in the present. Put them into the past.

EXAMPLE: *He must have a lot of money.*

must have had

1. *She may be working hard.*
2. *They must look terrible after the long trip.*
3. *We couldn't be in the right place.*
4. *Her mother might feel upset about the news.*
5. *The doctor could be wrong in his diagnosis.*

D. ANSWER KEY

1.
 1. *He must be married.*
 2. *He may be studying music.*
 3. *They may not be coming tonight.*
 4. *She must have a demanding job.*
 5. *There might not be enough food.*
2.
 1. *may have been working*
 2. *must have looked*
 3. *couldn't have been*
 4. *might have felt*
 5. *could have been*

34. Other Modals

A.

In this lesson, we will look at modals that express ability, requests, offers, permission, and suggestions. Study the charts and examples below to get a better idea of how the modals *can*, *could*, *would*, and *may* are used. Remember that some modal verbs have more than one meaning. This means that you may have seen these verbs in the previous lessons, only to find them listed below in one or more places.

1. Ability

PRESENT	PAST
<i>can</i> (<i>am/is/are able to</i>)	<i>could</i> (<i>was/were able to</i>)

2. Requests/offers

PRESENT	PAST
<i>can</i>	-
<i>could</i>	-
<i>would</i>	-
<i>may</i>	-

3. Permission

PRESENT	PAST
<i>can</i>	-
<i>may</i>	-

4. Suggestions/unrealized possibility

PRESENT	PAST
<i>could</i>	<i>could have</i> + past participle

B.

Study the following examples of each group of modal verbs.

1. Ability

*"Can you cook?" "No, but I'd like to learn how."
I **could speak** French when I was a child, but I'm afraid I've
forgotten everything I knew.*

You cannot use two modal verbs together. However, if you want to express ability in combination with another modal (for example, the future *will/would*), use *be able to*.

*She **won't be able to come** to the meeting.
If he spoke better English, he **would be able to get** a job as a
secretary.*

2. Requests and offers

a. Polite requests

Use *would you*, *could you*, or *can you* to make an imperative sound more polite.

"Can you give it to me?"

"Of course."

"Could you do that for me?"

"Certainly."

"Would you open the door for me please?" *"No problem."*

b. Offers

Use *may* or *can* when you want to offer to do something for someone. *May* is more formal than *can*.

Can I make you some lunch?

May I help you?

3. Permission

Use the following modals for asking (*may*, *can*, *could*) and giving permission (*may*, *can*). *May* is very formal, and *could* sounds slightly more polite than *can*.

May I go to the bathroom?

"Can we come in?"

"Could I borrow your pen?"

4. Suggestions/unrealized possibility

Use *could* to make suggestions.

*"I want to take my brother out this weekend. Do you have any suggestions?" "You **could take** him to a jazz club in the city."*

*If he doesn't have a job, he **could check** with the personnel department here.*

The perfect form *could have* is used to express a suggestion that was possible in the past, but that wasn't done. Look at the following examples to get a better idea of how this modal is used.

*Why did you fly to Washington, D.C.? You **could have taken** the train. (you had the possibility of taking the train but you didn't)*

*He stayed in a hotel? He **could've stayed** with me. (he had the possibility of staying with me but he didn't)*

There is also a progressive form in the present and perfect.

*You **could be helping** me out instead of just standing there!*

*Why was he working at such a small firm? He **could've been working** at any of the biggest firms in the country.*

Note that you will often see the contracted form of *could have* (*could've*) used.

C.

1. Each sentence below uses a modal verb. Choose another verb from the list that completes the following sentences logically.

EXAMPLE: We could _____ at the Purity Diner or Snooky's tonight.

eat

eat call communicate lend use type

1. Could you _____ me some money? I don't get paid until Thursday.
 2. I studied French, but I can barely _____ with anyone.
 3. I know you're not very good with the computer. Can I _____ that document for you?
 4. I'm going to a party. Can I _____ the car tonight?
 5. "Where should I stay when I go to Barcelona?" "You could _____ my friend Pedro if you don't want to stay in a hotel."
2. The following sentences explain what was done. Show the unrealized possibility by using the perfect form (*could have*). Replace the object in boldface type with the object in parentheses.

EXAMPLE: He stayed at a hotel. (with me)

He could've stayed with me.

1. We took **an airplane**. (the train)
2. They ate **pizza**. (fish)
3. She studies **medicine**. (music)
4. You were living in **the suburbs**. (the city)
5. I **drove** to the party. (walk)

D. ANSWER KEY

- 1.
1. lend
 2. communicate
 3. type
 4. use
 5. call
- 2.
1. We could've taken the train.
 2. They could've eaten fish.
 3. She could've studied music.
 4. You could've been living in the city.
 5. I could've walked to the party.

35. Phrasal Verbs

A.

There are many verbs in English that can be combined with prepositions (or adverbs acting as prepositions) to give the verbs new meanings. These are called phrasal verbs. The adverb or preposition that follows the verb is called a particle. Surprisingly, the meaning of a phrasal verb may not be transparent from the verb and the particle used in the combination. For example, you can *run out of* a room, which literally means to leave quickly. However, to *run out of gas* on the highway means to exhaust your supplies of gasoline. Phrasal verbs are commonly used in English in both formal and informal speech and writing. It is important for you to be able to understand them and begin to incorporate them into your language little by little.

Let's look at some rules that apply to all phrasal verbs before we look at specific examples of each kind.

1. Three main categories

Phrasal verbs can be grouped into three main categories: separable, inseparable, and intransitive. Separable and inseparable phrasal verbs take an object. Intransitive phrasal verbs do not.

a. Separable phrasal verbs

For separable phrasal verbs, the verb and particle can be split. That means that the object can come between the verb and the particle, or after the particle. If the object is a pronoun (me, you, him, her, it, us, them), then it must come between the verb and its preposition. In the following example, *look over* is the phrasal verb, and *the manuscript* is the object. Notice the difference between the three sentences below.

She looked over the manuscript. (object after the verb)

She looked the manuscript over. (object between verb and particle)

She looked it over. (object pronoun between verb and preposition)

b. Inseparable phrasal verbs

An inseparable phrasal verb also takes an object, but the object must follow the phrasal verb in all cases. In the following example, *look after* is the phrasal verb. *My cat* is the object in the first sentence and *her* is the object pronoun in the second.

I need to find someone to look after my cat while I'm on vacation.

My mother is elderly and can't be left alone. Can you look after her while I go to the store?

c. Intransitive phrasal verbs

Some phrasal verbs do not take an object. Here are a few examples.

*We don't earn a lot of money, but we **get by**.*

*The plane **took off** ten minutes ago.*

2. Meaning

A phrasal verb often has a meaning that does not correlate to the specific verb and particle combination. Therefore, it can be difficult to guess the meaning of the verb unless you have context to help you.

get over

recover

look over

check carefully

get by

manage with less than what you
would like

Also, some phrasal verbs may have more than one meaning, as in the example of *take off*.

*He **took off** his jacket. (remove)*

*The plane **took off**. (leave the ground)*

*I'm **taking off**. (to leave quickly)*

*The new product really **took off**. (to have a lot of success)*

In the above examples, the first use of *take off* is a separable phrasal verb. The next three are intransitive. Another example of a phrasal verb with different meanings is *stand up*.

*I **stood up** because I had to go to the bathroom. (to move from a seated to a standing position)*

*My date **stood me up** last night. (to not appear when you have planned to meet someone)*

As with *take off*, *stand up* also can be a separable phrasal verb or an intransitive phrasal verb with a change in meaning.

3. Formation

Phrasal verbs follow all conventions of regular verbs. Use *do/does/did* to form questions and negatives. Check the past tense and past participle of irregular verbs. Use *have/has/had* for the perfect. Add the verb *be* + *-ing* to form the progressive. Also, phrasal verbs have both active and passive forms.

***Did** the plane **take off** on time?*

*I **haven't stood up** for hours.*

*John **is filling out** the application.*

B.

1. The following are separable phrasal verbs. Determine the object pronoun for the underlined object, and change the sentence by placing the object pronoun between the verb and the particle.

EXAMPLE: He took off his jacket.

He took **it** off.

1. She figured out the answer.
 2. The students looked up the word in the dictionary.
 3. Last week I turned in the application.
 4. He tried on the shoes in the shoe store.
 5. Susan invited over my husband and me.
2. The following are inseparable phrasal verbs. Change the object to an object pronoun. The pronoun must follow the phrasal verb.

EXAMPLE: The store ran out of oranges.

The store ran out of **them**.

1. We were looking for Susan.
2. I ran into Sam last night.
3. We're looking forward to the movie.
4. Ben doesn't get along with the cats.
5. She looks up to her father.

C. ANSWER KEY

1. 1. She figured **it** out.
2. The students looked **it** up in the dictionary.
3. Last week I turned **it** in.
4. He tried **them** on in the shoe store.
5. Susan invited **us** over.
2. 1. We were looking for **her**.
2. I ran into **him** last night.
3. We're looking forward to **it**.
4. Ben doesn't get along with **them**.
5. She looks up to **him**.

36. Separable Phrasal Verbs

In this lesson, we will look at some common separable phrasal verbs and their meanings. Remember that a separable phrasal verb is one in which the verb (*take*) and the particle (*off*) can be separated by the object. Look at the three different sentences below to see where the object and object pronoun occur.

The man *took off his jacket*. (object follows the verb)

The man *took his jacket off*. (object between verb and particle)

The man *took it off*. (object pronoun between the verb and the particle.)

Remember that if you replace an object with a pronoun (me, him, her, it, you, us, them), then the pronoun must come between the verb and the particle.

Let's look at some verbs and their meanings. For the following verbs, (s.t./s.o.) indicates that "something" or "someone" (the object) can be placed between the verb and the particle.

figure (s.t.) out:

to understand or deduce something after thinking about it

*Did you **figure out the answer**? No, I haven't **figured it out**.*

look (s.t.) up:

to find out the meaning of something by looking in a reference book such as a dictionary or encyclopedia

*Did you **look up the definition** in the dictionary? Yes, I **looked it up**.*

make (s.t.) up:

to invent a story to entertain or deceive

*Did she **make up that excuse** so she wouldn't have to see me? No, she didn't **make it up**.*

turn (s.t./s.o.) in:

to hand over someone or something to those who asked for it

*Did John **turn in the criminal** to the police? Yes, he **turned him in**.*

try (s.t.) on:

to put something on to see if it fits

*Do you want to **try on this dress**? No, I don't want to **try it on**.*

call (s.t.) off:

to cancel an event or meeting, etc.

*Did Anita **call off the engagement**? No, Richard **called it off**.*

<i>close (s.t.) down:</i>	to close an establishment such as a restaurant or a shop <i>Have they closed down our favorite restaurant? Yes, they've closed it down.</i>
<i>drop (s.t./s.o.) off:</i>	to take something or someone and leave it/them in another place, usually in a car <i>Can we drop off Lester on the way home? Yes, we can drop him off.</i>
<i>fill (s.t.) in/out:</i>	to enter the required information into a form, application, etc. <i>Did I fill in the form correctly? Yes, you filled it in just fine.</i>
<i>give (s.t.) up:</i>	to stop doing something, to quit <i>Should we give up chocolate for Lent? Let's not give it up.</i>
<i>let (s.o.) down:</i>	to be unable to fulfill expectations that someone else has for you, to disappoint <i>Did we let down Anastasia when we told her we weren't coming? No, we didn't let her down.</i>
<i>pick (s.t./s.o.) up:</i>	to collect something that has been prepared for you at the laundry, a store, etc., or to collect someone from a specific place in a car or by some other means or transportation <i>Can you pick up the dry-cleaning on your way home? Yes, I can pick it up.</i>
<i>rule (s.t./s.o.) out:</i>	to eliminate a possibility <i>Don't rule out going to Las Vegas on our honeymoon. Don't worry; I haven't ruled it out.</i>
<i>turn (s.t./s.o.) down:</i>	to reject a proposal <i>Did you turn down your boss's offer? No, I didn't turn it down.</i>
<i>throw (s.t.) away:</i>	to put something into the garbage <i>Will you ever throw away that old chair? No, I'll never throw it away.</i>

A few separable phrasal verbs are only used with the object—usually an object pronoun—between the verb and the preposition:

stand (s.o.) up:

to not appear when you have
planned to meet someone
*He **stood her up** on prom night.*

talk (s.o.) into/out of:

to convince someone to do/not
do something after some
persuasion
*You've **talked me into** seeing the
new Scorsese movie.*

B.

1. Phrasal verbs with *back*

Phrasal verbs with the particle *back* (*take back*, *put back*, etc.) have the meaning of the verb plus "return." If you *take something back*, you return it to the store where you purchased it. If you *put something back*, you return it to where you got it (off a shelf or from a closet, for example). Let's look at a few more examples.

*Jane called. You should **call her back**.* (return her phone call)

*You still have my book. When are you going to **give it back**?*

(return the book)

*Liz is still out. What time did she say she would **get back**?* (return
to where you are)

Here is a list of verbs that can be used with *back*.

come back (intransitive)

call (s.o.) back

give (s.t.) back

get back (intransitive)

go back (intransitive)

pay (s.o.) back

put (s.t.) back

take (s.t.) back

write (s.o.) back

With the exception of *come back*, *get back*, and *go back* which do not take an object (int.), these verbs are all separable.

C.

1. Complete the following sentence logically with a phrasal verb from the list below. Don't forget to change the form of the verb as needed.

EXAMPLE: Yesterday, we _____ the possibility of going to Sweden for vacation.

ruled out

Make sure to put the verb in the correct form.

rule out figure out make up look up talk into give up

1. If you don't know the meaning of a word, _____ it _____ in the dictionary.
2. I smoked for seven years but last year I _____ it _____.
3. Even though we studied the problem for hours, we couldn't _____ the answer.
4. I knew she was _____ an excuse when she said her cat had died.
5. I didn't want to go out, but my roommate _____ me _____ it.

2. Use the appropriate particle to complete the following sentences.

EXAMPLE: He tried _____ the sweater.

on

1. Because of the rain, they called _____ the concert.
2. We picked him _____ from school and dropped him _____ at his house.
3. John filled _____ the paperwork for his new job.
4. I submitted the proposal, but they turned it _____.
5. We could've gotten a free ticket, but I had thrown _____ the boarding passes.

D. ANSWER KEY

1. 1. look up
2. gave up
3. figure out
4. making up
5. talked into

2. 1. off
2. up/off
3. in/out
4. down
5. out

37. Inseparable Phrasal Verbs

A.

In this lesson, we will look at inseparable phrasal verbs. These are verbs that also take an object (as with separable phrasal verbs), but in which the verb and the particle cannot be separated. Therefore, the object must follow the particle. For example, in the sentence *I ran into Matthew yesterday on the subway*, the verb (*ran*) and the particle (*into*) must come together. Look at a few more examples.

*He **came down with** a terrible cold.*

*My aunt **went out with him** for two months but the relationship didn't last.*

*Vacation starts next week. I'm **looking forward to it**.*

break up (with): to end a romantic relationship with someone*
*My sister **broke up with** her boyfriend last weekend.*

look for: to attempt to find something or someone
*Can you help us **look for** the car keys?*

look forward to: to feel excitement about something that will happen in the future
*We're **looking forward to** coming to visit you this summer.*

run into: to meet someone by chance, or to collide with someone or something
*I **ran into** her at the library last Saturday.*

get along (with): to have a good relationship with*
*Does Ramit **get along with** Samir?*

catch up (with): to be at the same place as another person in terms of work, abilities, position, etc. after having fallen behind*
*Frank nearly **caught up with** Ahmed in the last mile of the marathon.*

come down with: to get a sickness such as a cold or the flu
*John feels like he's **coming down with** the flu.*

<i>count/depend/rely on:</i>	to trust another person to be there for you when you need them <i>You can count on me to finish the project in time.</i>
<i>deal with:</i>	to handle a person, problem or situation, in some cases with the implication that it will be difficult <i>You just relax; I'll deal with it.</i>
<i>drop out (of)*:</i>	to withdraw from something for which you have signed up, such as school, or a group activity (a chorus, sports team), without completing it <i>I dropped out of medical school when I found out I wasn't good at biology.</i>
<i>get over:</i>	to recover <i>Sharon still hasn't gotten over her jet lag.</i>
<i>go out with:</i>	to have a romantic relationship with another person <i>Who's she going out with these days?</i>
<i>look up to:</i>	to respect or admire someone <i>I really look up to my grandmother. She inspires me in so many ways.</i>
<i>look down on:</i>	to consider someone to be inferior, or to treat someone as if they were inferior to you <i>This world would be a better place if fewer people looked down on people who have less money than they do.</i>
<i>put up with:</i>	to tolerate a person or situation, often even though you are not happy with it <i>How do you put up with all of this noise?</i>
<i>wind/end up:</i>	to end in a certain state, or doing a certain activity, after a series of events <i>Did you end up going to Alya's birthday party last weekend?</i>

* Without the final particle, these phrasal verbs have the same meaning, but become intransitive.

B.

1. Phrasal verbs with *get* related to transportation

The following phrasal verbs with *get* involve entering or exiting vehicles or places.

<i>get on:</i>	to board a large vehicle, such as an airplane, bus, train, or boat, or to mount a bicycle, motorcycle, or large animal, such as a horse <i>We didn't realize that we had forgotten our bathing suits until we had gotten on the plane.</i>
<i>get off:</i>	to exit a large vehicle, such as an airplane, bus, train, or boat, or to dismount a bicycle, motorcycle, or large animal, such as a horse <i>Get off the bus at 72nd street.</i>
<i>get in/into:</i>	to enter a smaller vehicle, such as a car, truck, or van, or to enter a place, such as a room, building, or bed <i>It's starting to rain! Get in the car and we'll wait it out there.</i>
<i>get out (of):</i>	to exit a smaller vehicle, such as a car, truck, or van, or to exit a place, such as a room, building, or bed <i>I'll have to get out of the car to reach the ticket booth.</i>

C.

1. Complete the following sentence logically with a phrasal verb from the lists above. Make sure to put the verb in the correct form.

EXAMPLE: She _____ her cold quickly.

got over

1. Why didn't you come yesterday? I thought I could _____ you!
2. Terri _____ one of her old college friends yesterday.
3. Would you say that Martin Luther King Jr. is someone that you _____ and respect?
4. My mother doesn't _____ my new boyfriend. They don't even talk to each other.
5. Last week I _____ a terrible cold.

2. Use the appropriate particle or particles to complete the following sentences.

EXAMPLE: *She got _____ the car and started the engine.*

in/into

1. *Can you deal _____ the customers while I do the cleaning up?*
2. *How long has she been going _____ him?*
3. *I can't put _____ this mess any longer! We need to straighten up.*
4. *Naomi got _____ the horse easily, but she didn't know how to get _____.*
5. *It's tempting to drop _____ school when all of your friends already have jobs.*

D. ANSWER KEY

1.
 1. *count on*
 2. *ran into*
 3. *look up to*
 4. *get along with*
 5. *came down with*
2.
 1. *with*
 2. *out with*
 3. *up with*
 4. *on/off*
 5. *out of*

38. Intransitive Phrasal Verbs

Finally, we have a group of phrasal verbs with no object following them: the intransitives. Some of the phrasal verbs below actually can take an object if a second particle is added:

John and I broke up.
*John broke up **with** me.*

break down: to stop working, usually something mechanical such as a car
*The car **broke down** on the way to the wedding.*

break up: to end a romantic relationship
*I just heard that Joe and Sam **broke up**! That's so sad!*

catch on: to gain popularity
*I love this trend for natural hair and makeup, but do you really think it'll **catch on**?*

check in: to register for something previously arranged such as a stay at a hotel or an airplane flight
*We have to **check in** before we go through security.*

clear up: to become clear, often used in relation to weather and sickness/infection
*It's really **clearing up** out there; I don't think we'll need our umbrellas.*

come back: to return
*Do you think they'll ever **come back**?*

fall through: to not work out as expected (usually a plan, agreement or other arrangement)
*We were supposed to get out of town this weekend, but our plans **fell through**.*

get up: to rise from bed
*Time to **get up**! No more lollygagging!*

get back: to return
*When they **get back**, we'll all go out for ice cream.*

go back: to return
*They realized they were driving in circles, so they just **went back**.*

<i>give up:</i>	to admit defeat <i>We give up! How many politicians does it take to screw in a light bulb?</i>
<i>grow up:</i>	to move from childhood to adulthood <i>He grew up so fast; I wish he could have been a little boy forever.</i>
<i>look out:</i>	to be careful <i>Look out! There's a big hole in the sidewalk!</i>
<i>show up:</i>	to appear <i>We were a bit worried when you didn't show up.</i>
<i>show off:</i>	to behave in such a way as to call excessive attention to something you have or something which you have done <i>He always drives that fancy car around town; he really likes to show off.</i>
<i>stand up:</i>	to move from a sitting to a standing position <i>Stand up so I can see how tall you've gotten!</i>
<i>take over:</i>	to assume control <i>Jane will be taking over while I'm on vacation.</i>
<i>take off:</i>	to leave the ground (such as an airplane), to leave quickly, to increase <i>We should really take off; it's getting late.</i>
<i>wake up:</i>	to awaken after sleeping <i>I was still tired when I woke up.</i>

B.

1. Complete the following sentences with a phrasal verb from the list above. Change the form of the verb as necessary.

EXAMPLE: My plane _____ six hours late yesterday.

took off

1. I know he lives in Michigan now, but where did he _____?
2. "Why does he always wear those fancy clothes?" "I guess he likes to _____."

3. *I was late to work because my car _____.*
4. *It was raining this morning but it has _____ since then.*
5. *After working for hours on the crossword puzzle, Bill _____.*

2. Use the appropriate preposition to complete the following sentences.

EXAMPLE: *She went _____ to the gym to pick up the bag she forgot.*

back

1. *Did you find out why Hank never showed _____ last night?*
2. *After my boss was fired, the assistant director took _____.*
3. *We were hoping to go to California for vacation but our plans fell _____.*
4. *What time do we have to check _____ at the airport?*
5. *Diego and Frida broke _____ after a long relationship.*

C. ANSWER KEY

1.
 1. *grow up*
 2. *show off*
 3. *broke down*
 4. *cleared up*
 5. *gave up*
2.
 1. *up*
 2. *over*
 3. *through*
 4. *in*
 5. *up*

39. Make and Do

The verbs *make* and *do* are commonly mistaken by second language speakers. In this lesson we will look at their uses and try to help you to avoid this confusion.

A.

The verb *make* is used:

1. to mean "create," "produce," or "build"

He's going **to make** a table for the kitchen.

They **made** the clothing by hand.

He **made** a sculpture out of clay.

Can you **make** a fire?

The law **was made** in 1909.

2. to mean "cook"

Have you **made** dinner yet?

Your next door neighbor **made** those delicious desserts.

3. to mean "force" or "cause to be" (use *make* + object + base form)

My parents **made me study** medicine even though I wanted to be a musician.

Don't **make us do** it again!

His behavior **made us feel** uncomfortable.

4. to mean "earn" or "achieve"

Doctors **make** a lot of money.

They **made** important strides in their research.

5. to mean "become" or "be"

She'll **make** a great doctor someday.

Jim **would've made** a great baseball player if he hadn't suffered that injury.

6. to mean "catch"

We just **made** the train! It was about to leave the station when we got there.

7. with "sense" to mean "to be reasonable"

That idea **makes sense**.

B.

The verb *do* is used:

1. to mean "perform" or "execute"

We **did** our homework before going to bed.

They **did** the job in a short amount of time.

2. with tasks or chores

do

the laundry
the shopping
the vacuuming
the dishes

etc.

*"Did you **do** the shopping?" "No, I'll **do** it later."*

*I see he **didn't do** the dishes.*

*Someone else will have **to do** the laundry because I did it last time.*

3. to describe performance

*They **did** a good job.*

*The entire class **did** poorly on the exam.*

*She **did** the right thing by calling the police.*

*She was ill but now she's **doing** better.*

4. to talk about occupation or work

*What **do** you **do** for a living?*

*They're **redoing** their house.*

C.

1. Complete the following sentences with either *make* or *do* in the correct form.

EXAMPLE: We _____ our homework last night

did

1. Did you _____ the laundry this morning?

2. I don't know how much money he _____ at his current job.

3. My parents _____ me study science even though I didn't like it.

4. They are _____ their own house.

5. Do you think we _____ the right thing when we bought the car?

2. Change the following sentences from affirmative to negative, or from negative to affirmative.

EXAMPLE: *He didn't make a lot of money.*

He made a lot of money.

1. *The students did a good job.*

2. *I haven't made dinner.*

3. *She made it impossible to work together.*

4. *They aren't making two bedrooms.*

5. *She does her homework before going to bed.*

D. ANSWER KEY

1.
 1. *do*
 2. *makes*
 3. *made*
 4. *making*
 5. *did*

2.
 1. *The students **didn't do** a good job.*
 2. *I **have made** dinner.*
 3. *She **didn't** make it impossible to work together.*
 4. *The **are** making two bedrooms.*
 5. *She **doesn't** do her homework before going to bed.*

40. *Used to, Would, Be Used to, and Get Used To*

Used to, would, be used to, and get used to are often confused. Their use and structure are distinct even though they may appear to be the same. Let's look at each individually.

A.

1. *Used to + base form*

Used to is strictly used in the past tense. You will use it when you want to describe a state in the past that no longer exists, or an activity that you did habitually in the past that you no longer do. Look at these examples.

*We **used to go** to the beach every summer, but now I prefer going to the mountains.*

*Sam **used to have** long hair, but he cut it when he got a new job.*

*I **used to enjoy** watching horror movies when I was a kid.*

*That chair **used to be** over in that corner, didn't it?*

Used to has a negative (*didn't use to* or *never used to*) and a question form (*Did/Didn't you use to . . . ?*). Note that the past tense suffix *-d* disappears in both cases, with the use of *did*.

***Didn't he use to** live in this neighborhood?*

*I **didn't use to** like vanilla ice cream, but now I do.*

2. *Would + base form*

Would is a modal verb that can be used to express an activity that you did habitually in the past, but that is no longer done (just as *used to*). However, it can not describe a state in the past. (For example, do not say, *Sam **would** have long hair.*)

Following are some examples.

*I **would** always **ask** him to join us but he never did, so I don't ask anymore.*

*When we got to our summer cottage, we **would have to** turn on the water and the electricity before we could go in.*

A verb in the simple past can be used in any of the above sentences, although the repetition of the activity in the past is not emphasized as strongly.

B.

1. *Be used to + noun/-ing*

Be used to describes an activity that you are accustomed to doing. It differs from *used to* because it is used in the present tense (or any tense for that matter) and *used to* is not. Also, it is followed by either a noun or an *-ing* form of the verb (and not the base form).

*I **am used to** living in a big city now. (I am accustomed to it.)*

*He **is used to working** by himself these days.*
*We **are used to** our new dog.*

You can use *be used to* also in the past, though you may not hear it as often in this tense.

*When I lived in France, I **was used to buying** bread every morning from the boulangerie.*
*We **were used to living** in a small apartment but we enjoy having a larger home.*

If you want to express *be used to* in a progressive or perfect form, use *get used to* (see below).

2. **Get used to + noun/-ing**

Get used to also expresses something you are accustomed to or accustomed to doing, but it expresses the process of becoming accustomed to it. It is used in the progressive and perfect forms instead of *be used to*.

*I **am getting used to** my new job. (I am not accustomed to it, but soon will be)*
*He **hasn't gotten used to** living here yet. (he is not accustomed to it yet)*

The past tense shows that the process of getting accustomed to something is complete.

*We **got used to** the noise in New York, but it wasn't easy.*

You can also use a modal with *get used to*.

*We **will get used to** the new time zone in a couple of days.*
*I'm not happy, but I **must get used to** our new situation!*

C.

1. The following are all activities that you did in the past but that you no longer do. Rewrite the clause in boldface type using *used to*. Some sentences are negative.

EXAMPLE: *I work in a bank, but before I was a teacher.*

I used to be a teacher.

1. *I live in London, but before **I lived in Rome.***
2. *I am a serious student now, but before **I wasn't a serious student.***
3. *I don't listen to rock music now, but **I did listen to it when I was younger.***
4. *I read the paper every morning, but before **I didn't read the paper.***
5. *I don't have any pets, but **I had a dog when I was a child.***

2. Complete the following sentences with either *used to*, *would*, *be used to*, or *get used to*.

EXAMPLE: I _____ live in St. Louis.

used to

1. I live in a building of musicians, so I _____ hearing people practice their instruments by now.
2. What was the hardest thing for you to _____ doing now that you have a child?
3. When we were little, Alice and Irene _____ come for the Saturday evening concerts.
4. "I know it's December, but I _____ wearing a winter coat yet. Have you?" "Yes, I have."
5. I _____ sharing a room with my big sister and now I can't _____ having the room to myself.

D. ANSWER KEY

1. 1. I *used to* live in Rome.
2. I *didn't use to* be a serious student.
3. I *used to* listen to rock music.
4. I *didn't use to* read the paper.
5. I *used to* have a dog.
2. 1. *am used to*/*have gotten used to*
2. *get used to*
3. *used to*/*would*
4. *haven't gotten used to*
5. *was used to*/*get used to*

APPENDIXES

Past Tense Forms and Past Participles of Irregular Verbs

BASE FORM	PAST TENSE	PAST PARTICIPLE
arise	arose	arisen
be	was/were	been
bear	bore	borne/born
beat	beat	beat
become	became	become
begin	began	begun
bend	bent	bent
bet	bet	bet
bid	bid	bid
bide	bode/bided	bided
bind	bound	bound
bite	bit	bitten/bit
bleed	bled	bled
blow	blew	blown
break	broke	broken
breed	bred	bred
bring	brought	brought
build	built	built
burst	burst	burst
buy	bought	bought
cast	cast	cast
catch	caught	caught
choose	chose	chosen
cling	clung	clung
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
deal	dealt	dealt
dig	dug	dug
dive	dive/dove	dived
do	did	done
draw	drew	drawn
dream	dreamed/dreamt	dreamed/dreamt
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
fit	fit	fit
flee	fled	fled
fling	flung	flung
fly	flew	flown
forbid	forbade	forbidden
forecast	forecast	forecast
forget	forgot	forgotten
forgive	forgave	forgiven
forgo	forwent	forgone
forsake	forsook	forsaken
freeze	froze	frozen

BASE FORM

get
give
go
grind
grow
hang
have
hear
hide
hit
hold
hurt
keep
kneel
knit
know
lay
lead
leap
learn
leave
lend
let
lie
light
lose
make
mean
meet
mishear
mislay
mislead
misspeak
mistook
misunderstand
mow
offset
outdo
outgrow
outshoot
overcome
overeat
overhear
overlay
override
overrun
oversee
overshoot
oversleep
overtake
overthrow
partake
pay
plead
prepay

PAST TENSE

got
gave
went
ground
grew
hung
had
heard
hid
hit
held
hurt
kept
kneeled/knelt
knitted/knit
knew
laid
led
leaped/leapt
learned/learnt
left
lent
let
lay
lit
lost
made
meant
met
misheard
mislaid
misled
misspoke
mistake
misunderstood
mowed
offset
outdid
outgrew
outshot
overcame
overate
overheard
overlaid
overrode
overran
oversaw
overshot
overslept
overtook
overthrew
partook
paid
pleaded/pled
prepaid

PAST PARTICIPLE

gotten/got
given
gone
ground
grown
hung
had
heard
hidden
hit
held
hurt
kept
kneeled/knelt
knitted/knit
known
laid
led
leaped/leapt
learned/learnt
left
lent
let
lain
lit
lost
made
meant
met
misheard
mislaid
misled
misspoken
mistaken
misunderstood
mown
offset
outdone
outgrown
outshot
overcame
overeaten
overheard
overlaid
overridden
overrun
overseen
overshot
overslept
overtaken
overthrown
partaken
paid
pleaded/pled
prepaid

BASE FORM

put
quit
read
rebuild
redo
remake
repay
reread
retell
rethink
rewrite
rid
ride
ring
rise
run
say
see
seek
sell
send
set
sew
shake
shed
shine
shoot
show
shred
shrink
shut
sing
sink
sit
sleep
slide
sling
slink
slit
smell
sneak
speak
speed
spell
spend
spill
spin
spit
split
spoil
spread
spring
stand
steal
stick

PAST TENSE

put
quit
read
rebuilt
redid
remade
repaid
reread
retold
rethought
rewrote
rid
rode
rang
rose
ran
said
saw
sought
sold
sent
set
sewed
shook
shed
shone/shined
shot
showed
shredded/shred
shrank/shrunk
shut
sang
sank
sat
slept
slid
slung
slunk/slunked
slit
smelled/smelt
sneaked/snuck
spoke
sped/speeded
spelled/spelt
spent
spilled/spilt
spun
spit/spat
split
spoiled/spoilt
spread
sprang/sprung
stood
stole
stuck

PAST PARTICIPLE

put
quit
read
rebuilt
redone
remade
repaid
reread
retold
rethought
rewritten
rid
ridden
rung
risen
run
said
seen
sought
sold
sent
set
sewn/sewed
shaken
shed
shone/shined
shot
shown/showed
shredded/shred
shrunk
shut
sung
sunk
sat
slept
slid
slung
slunk/slunked
slit
smelled/smelt
sneaked/snuck
spoken
sped/speeded
spelled/spelt
spent
spilled/spilt
spun
spit/spat
split
spoiled/spoilt
spread
sprung
stood
stolen
stuck

BASE FORM

sting
stink
stride
strike
string
strive
swear
sweat
sweep
swim
swing
take
teach
tear
tell
think
throw
thrust
tread
typecast
unbend
undergo
underlie
undersell
understand
undertake
undo
unwind
upset
wake
wear
weave
wed
weep
wet
win
wind
withdraw
withhold
withstand
wring
write

PAST TENSE

stung
stank/stunk
strode
struck
strung
strove/strived
swore
sweat/sweated
swept
swam
swung
took
taught
tore
told
thought
threw
thrust
trod/treaded
typecast
unbent
underwent
underlay
undersold
understood
undertook
undid
unwound
upset
woke/waked
wore
wove/weaved
wed/wedded
wept
wet
won
wound
withdrew
withheld
withstood
wrung
wrote

PAST PARTICIPLE

stung
stunk
stridden
struck
strung
striven/strived
sworn
sweat/sweated
swept
swum
swung
taken
taught
torn
told
thought
thrown
thrust
trodden/trod
typecast
unbent
undergone
underlain
undersold
understood
undertaken
undone
unwound
upset
woken/waked
worn
woven/weaved
wed/wedded
wept
wet
won
wound
withdrawn
withheld
withstood
wrung
written

Verbs Followed by a Preposition

admit to
advise against
agree with
apologize for
approve of
argue with/about
believe in
blame for
care about/for
choose between/among
consist of
count upon/on
deal with
depend upon/on
dream of/about
excel in/at
feel like
fight for
forgive for
made from

hope for
insist upon/on
introduce to
keep from
object to
participate in
plan on
prevent from
prohibit from
rely upon/on
resort to
stare at
stop from
subscribe to
succeed in
talk about
thank for
think about/of
wonder about

Adjectives Followed by a Preposition + a Verb in Gerund Form

be accustomed to
be afraid of
be angry at/with
be annoyed with
be ashamed of
be awful at
be bored with/by
be capable of
be comfortable with
be committed to
be composed of
be content with
be convinced of
be curious about
be dedicated to
be different from
be disappointed in/with
be done with
be envious of
be equipped with
be excited by
be familiar with
be fond of
be frightened by
be good at
be grateful to/for

be guilty of
be innocent of
be interested in
be jealous of
be known for
be limited to
be located in
be made of
be nervous about
be opposed to
be pleased with
be prepared for
be proud of
be ready for
be related to
be responsible for
be satisfied with
be scared of
be shocked by/at
be sorry for/about
be tired of
be unhappy about
be upset with
be used to
be worried about

Verbs Followed by a Gerund

admit
advise
appreciate
avoid

can't help
consider
continue
delay

deny
detest
discuss
dislike
enjoy
escape
explain
feel like
finish
forgive
give up
hate
imagine
keep
loathe
mention

mind
miss
postpone
prevent
prohibit
propose
quit
recommend
regret
resent
risk
suggest
support
tolerate
understand

Verbs Followed by an Infinitive

afford
agree
appear
arrange
ask
attempt
can't wait
choose
dare
decide
deserve
expect
fail
forget
grow
help
hesitate
hope
hurry
intend
learn (how)

manage
mean
need
neglect
offer
pay
plan
pretend
refuse
request
seem
struggle
swear
tend
threaten
try
volunteer
wait
want
wish
would like

Verbs Followed by a Gerund or an Infinitive

begin
can't stand
continue
forget*
hate
like

love
prefer
remember*
start
stop*
try (*)

Verbs Followed by an Object and an Infinitive

advise
allow
ask*
cause

challenge
convince
encourage
expect*

* can also be followed by an Infinitive without an object

forbid
force
get
help*
invite
order
permit
persuade

require
remind
teach
tell
urge
warn
want*

Adjectives Followed by an Infinitive

admit to
advise against
agree with
apologize for
approve of
argue with/about
believe in
blame for
care about/for
choose between/among
consist of
count upon/on
deal with
depend upon/on
dream of/about
excel in/at
feel like
fight for
forgive for
made from

hope for
insist upon/on
introduce to
keep from
object to
participate in
plan on
prevent from
prohibit from
rely upon/on
resort to
stare at
stop from
subscribe to
succeed in
talk about
thank for
think about/of
wonder about

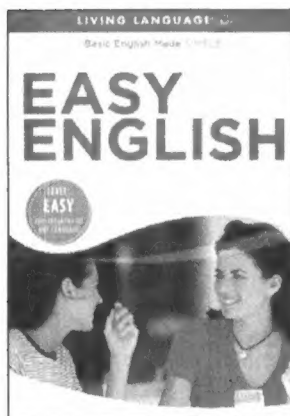
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get asked
get awoken
get beaten
get bitten
get built
get broken
get called
get canned
get canceled
get chosen
get divorced
get driven
get fed
get fired
get hired

get hurt
get infected
get left
get lost
get married
get paid
get rejected
get scratched
get shaken
get stolen
get stung
get swept
get taken
get upset
get written

* these verbs can be followed by either gerund or infinitive but the meaning will change

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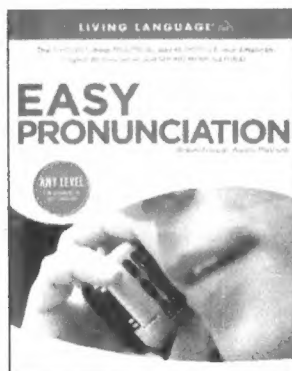
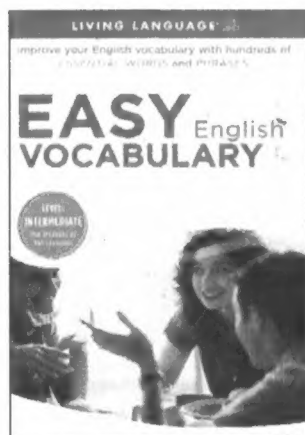
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